



## **NRPL BOARD MEETING MINUTES**

**Thursday, March 12, 2026**

**New Rochelle Public Library: Main Library Ossie Davis Theater**

NRPL Board President Lucille Renwick called the meeting to order at 7:32 p.m.

### **BOARD MEMBERS**

Lucille Renwick, President  
Corey Galloway, Vice President  
Rhiannon Navin, Secretary  
Fela Cortés  
Tatiana Infante  
Vera Salter  
Nancy Weinberger

### **ADMINISTRATION**

Eugenia Schatoff  
Jhenelle Robinson  
Yesika Torres  
WLS Representative Dr. David Mener

### RESOLUTION TO ADOPT AGENDA

Lucille Renwick made a motion to adopt the meeting agenda as presented prior to the meeting, with a change to move public comment to the top of the agenda, seconded by Vera Salter, approved unanimously.

### PUBLIC TO BE HEARD

Edris Scherer from North Salem, NY, representing the Library Trustee Association, a section of NYLA, presented the 2026 Velma K. Moore Award to Board President Lucille Renwick. The award goes in conjunction with a monetary award of \$1,500, which was given to the NRPL in Lucille's name.

### MINUTES OF THE BOARD MEETINGS

The minutes from the February 12th, 2026, Board meeting were shared ahead of the meeting and reviewed by the Trustees. Rhiannon Navin made a motion to approve the minutes from the February 12th, 2026, Board meeting, seconded by Fela Cortés, approved unanimously.

The minutes from the February 12th, 2026, Emergency Board meeting were shared ahead of the meeting and reviewed by the Trustees. Rhiannon Navin made a motion to approve the minutes from the February 12th, 2026, Emergency Board meeting, seconded by Corey Galloway, approved unanimously.

The minutes from the March 3rd, 2026, Special Board meeting were shared ahead of the meeting and reviewed by the Trustees. Rhiannon Navin made a motion to approve the minutes from the March 3rd, 2026, Special Board meeting, seconded by Vera Salter, approved unanimously.

The minutes from the March 4th, 2026, Special Board meeting were shared ahead of the meeting and reviewed by the Trustees. Rhiannon Navin made a motion to approve the minutes from the March 4th, 2026, Special Board meeting, seconded by Tatiana Infante, approved unanimously.

## WLS Report

WLS Representative Dr. David Mener gave his report:

The growing patron audience for hoopla content and corresponding expense increases are not sustainable at the consortium level. For January 2026, the monthly cost to WLS was over \$60,000, which could easily evolve into an annual cost of over \$750,000 – just for hoopla. WLS has been encouraging member library staff to share information with patrons about other digital resources, such as Libby, Freading, Comics Plus, and Kanopy. Libraries can fund additional hoopla borrows for their library card holders above the 3 borrows funded by WLS. At the end of each month, libraries that chose to offer 4 or more total borrows will only pay for their library card holders' borrows that exceed the 3 monthly borrows currently provided by WLS. Currently, the Briarcliff Manor Public Library is the only library that has provided additional borrows for their patrons, and they have reported that this process has worked well.

As with hoopla, the growing demand for Kanopy tickets is not sustainable. WLS is working with Kanopy to offer interested member libraries with the option of providing additional tickets for their library patrons.

Since late last year the IT department has been working on addressing the need for the Microsoft Office productivity suite for the libraries. Last year Microsoft discontinued several of their grant programs and forced users to select a paid service or change their software. WLS IT was able to leverage their status and work with their vendor to acquire new licenses for the users who needed the more advanced version of Office.

## **Trustee Education Opportunities**

The 2026 Trustee Handbook Book Club's schedule includes 5 new sessions. All of these sessions are hosted online and run from 5 PM to 6:30 PM. Register for these sessions at <https://midhudson.org/trusteebookclub/>.

Tuesday, January 27: Open Meetings Law

Tuesday, February 10: Freedom of Information Law (FOIL)

Thursday, April 16: Hiring and Evaluating the Library Director

Wednesday, June 17: Laws and Regulations

Thursday, October 29: Duties and Responsibilities of Key Officer Roles

## PRESIDENT'S REPORT

Board President Lucille Renwick thanked Edris Scherer and the Library Trustee Association Section of the NYLA for the recognition and the award and she thanked her fellow trustees and the Library director for their support. The gift will be put to good use at the NRPL. Lucille expressed that she is especially thankful that her fellow trustees entrusted her with the responsibility of serving as Board President. She takes that responsibility seriously and remains committed to continuing the work of strengthening how the Board works together in their efforts to ensure the library continues to grow and thrive for generations to come. Lucille emphasized that it takes a village to continue to improve how the Board works together and move the work of the Library forward for the community. Lucille stated that she could not have begun her presidency effectively without the support and guidance of Terry Kirchner of WLS, and the advice and guidance of her peers and colleagues in other library systems. She could not do this work without all the time, effort and dedication from her fellow trustees, all volunteers. The work that the trustees do is not always easy. But they all share a common

goal to continue to improve the New Rochelle Library for the community. Lucille emphasized how honored she is to work with her fellow trustees.

Lucille gave an update on basement clean up. Lucille referenced the February newsletter from Library Director Eugenia Schatoff, in which she gave an in-depth update on all the good work that was done around the basement clean up and highlighted the close cooperation between the Library and the Friends of the Library. As work was completed to remove different kinds of materials from the basement for safety reasons, new homes were found for the books.

Lucille mentioned that the Board met on February 24th for a Board retreat to discuss the Library's financial situation and audit.

### DIRECTOR'S REPORT

Director Eugenia Schatoff reported that the library received a check for \$1.1 million from the State legislators. This grant was secured for critical building improvements thanks to the advocacy of State Senators Shelley Mayer and Nathalia Fernandez and State Assemblymembers Amy Paulin and Steve Otis, as well as the assistance of Finance and Audit Committee Chair Rhiannon Navin. The funds will go towards the theater roof repair as well as theater entrance renovations and upgrades to the Library's chiller system to hopefully allow the Library to remain a cooling center for several more years to come. All of this continues to keep the building safe and comfortable for the 750,000 Library visitors per year.

Eugenia reported on the status of the Library's spring clean up. The basement cleanup and safety remediation project significantly helped improve the safety conditions and ensured that the area remains well maintained and functional. Eugenia expressed her deepest gratitude for the support, flexibility, and partnership of the Friends of the NRPL. Their longstanding dedication continues to enrich services, programs, and collections for residents. Eugenia thanked the volunteers who helped with this important work, sorting and boxing books. The Friends remain fully active and engaged in their vital work, supporting the Library through advocacy, fundraising and volunteerism. As part of the cleanup process, the Friends identified hundreds of books to keep for the book sale, as well as books for removal. The books that were identified for removal were responsibly donated to Bay State Book Company, a company the Library has had a relationship with for over a dozen years, a trusted partner that works with libraries throughout New England and New York. They sustainably manage unused books and extend the life of materials through reuse and redistribution, saving thousands of books like NRPL's from landfills. Eugenia thanked the Library's maintenance team for their care, professionalism, and hands-on assistance throughout the project.

### TREASURER'S REPORT

The office of the Treasurer is currently vacant. No report available.

### COMMITTEE REPORTS

**Budget/Finance Committee** – Chair Rhiannon Navin reported that the Board met for a retreat of February 24th, during which it received an in-depth report on the Library's first-ever independently conducted audit. The Board also reviewed the final 2026/27 budget. The budget/finance committee met on February 25th to receive a report on the internal controls audit.

### Treasurer Update

Michael Castongua from Branica solutions will be hired as a financial consultant with the options to then also take on the role of Treasurer. His official start date is March 23rd.

Rhiannon made a motion for the Board to approve the following resolution:

WHEREAS the Board has identified a qualified consultant to continue the work of critical fiscal matters;

BE IT RESOLVED to approve the Director signing the proposed contract with Branica Solutions.

The resolution was seconded by Tatiana Infante and approved unanimously.

### Audit

During the Special Board meeting on March 3rd, the Board voted to approve the general audit. At the February 25th committee meeting, representatives from the Bonadio Group gave a comprehensive presentation on their findings of the internal controls audit, conducted at the NRPL for the first time. The report provides the library with baseline information necessary to understand the risks that were discovered with the current system of internal controls. The auditors highlighted several areas of concern in the current controls environment and made recommendations on how to lower or eliminate risk moving forward. Many of their recommendations are already being addressed by Library Director Eugenia Schatoff and her team.

During the committee meeting, [Eugenia Schatoff](#) emphasized that the recommendations from the internal audit will serve as a road map for changes that will be implemented to the library's system of financial processes. The general audit will be annual moving forward and Eugenia recommended performing another internal audit next year to assess the changes that will have been put in place.

The committee discussed ways in which the library staff will be trained to understand the changes for the financial processes that will be implemented. There needs to be a focus on training middle management.

### 2026/2027 Budget

The budget was presented at the February 24th Board retreat and approved at the March 3rd Special Board meeting.

### 2026 Infrastructure Bond

At the Special Board meeting on March 4th, the Board had an in-depth discussion around the bond. The Board discussed the potential impact of a \$55 million bond for library renovations on New Rochelle's tax payers. The 25-year financing options will mean a \$204.99 annual increase in taxes for the average household, or \$17 per month. The bond scope is based on an estimate provided by CALGI, which took into consideration the building condition study from 2019 that clearly revealed the poor condition of the 45-year old Library building, with much of the infrastructure having exceeded its useful life.

At the March 4th Special meeting, Rhiannon introduced the Project SEQRA Resolution, which used the "Building Renovation" project description in the 1/14/26 CALGI estimate to set the Scope of the work, and was based on the building being a "Class A" structure (structural steel.) The resolution was passed unanimously by the Board.

At the March 4th Special meeting, Rhiannon introduced a resolution requesting the school district to hold a special meeting to vote on the proposition. The resolution passed 6-1.

Rhiannon introduced a motion to approve the MOU between the school district and the NRPL for the Library's capital improvement project, seconded by Corey Galloway, approved unanimously.

**Buildings & Grounds/CROC Committee** – Chair Corey Galloway reported that the committee

**Community Relations Committee** – Co-Chair Vera Salter reported that the committee did not meet.

**Personnel Committee** – Chair Tatiana Infante made a motion to approve the consent agenda for personnel resolutions, No. 2025 (1 through 2,) according to the recommended action for each item. Rhiannon Navin seconded the motion and it was unanimously approved. The committee will meet again on March 18th at 9am.

**Policy Committee** – Committee Chair Fela Cortés reported that the committee met to discuss policies on tabling, bulletin board, workplace violence, and confidentiality of library records. The committee will next meet on March 30th, 2026, at 9am.

#### APPROVAL OF CHECKS AND WARRANTS

Rhiannon Navin made a motion to approve the consent agenda for checks and warrants for the fiscal year 2025/2026: warrant 032, 033, 029, 034, 035 and 036.

The motion was seconded by Vera Salter and approved unanimously.

#### RESOLUTIONS

None

#### OLD BUSINESS

None

#### NEW BUSINESS

None

The meeting was adjourned at 8:15 pm, with a motion by Lucille Renwick, seconded by Corey Galloway and unanimously approved.

Respectfully submitted,  
Rhiannon Navin, Secretary

**A recording of the meeting can be found on the library's website: [www.nrpl.org](http://www.nrpl.org).**