



NRPL BOARD MEETING MINUTES
Thursday, May 12, 2026
New Rochelle Public Library: Main Library Ossie Davis Theater

NRPL Board President Lucille Renwick called the meeting to order at 7:30 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

Absent: 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, seconded by Tatiana Infante, approved unanimously.

MINUTES OF THE BOARD MEETINGS

The minutes from the April 9th, 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 April 9th, 2026, Board meeting, seconded by Corey Galloway, approved unanimously.

WLS Report

WLS Representative Dr. David Mener was absent and did not deliver his report.

PRESIDENT'S REPORT

Board President Lucille Renwick reminded listeners about the upcoming election on May 19th, where voters would cast their votes for one Library Trustee position, the Library Budget, and the Capital Improvement Bond. Lucille recalled the budget/bond information sessions that were held on April 16 and April 28th, as well as a budget hearing on May 7th. The recordings for all three events can be found on the Library's website.

The Budget request is for \$7,665,330, which represents a 3.75% increase, or just over \$19/year in taxes for the average homeowner.

The proposed \$55 million Capital Improvement Bond will support a comprehensive revitalization of the Library, which is just shy of fifty years old. It will address both public spaces and essential systems and infrastructure. The bond is an investment that will strengthen the Library's role as a vital, active, and inclusive cultural and community hub for a generation to come. Every dollar of the bond will be well spent, and every decision will be accountable to the patrons, residents, and community.

The result will be a transformed Library for all of New Rochelle. May 19th is one day, but what happens on that day shapes New Rochelle for the next fifty years. It is a decision about what kind of community New Rochelle will be and what kind of Library can be provided for its patrons and the residents of New Rochelle.

DIRECTOR'S REPORT

Director Eugenia Schatoff delivered her Director's Report:

"As you may know, on Tuesday, May 19, New Rochelle residents will have the opportunity to vote on the Library proposed budget and bond. Over the past several weeks, I have had the privilege of speaking with residents across New Rochelle about the future of our Library. From neighborhood groups and community organizations to our two public information sessions and hearing in the Ossie Davis Theater, I have been deeply encouraged by the thoughtful questions, strong engagement, and genuine care people have shown for this institution.

One thing has become abundantly clear: the New Rochelle Public Library means a great deal to this community.

For generations, the Library has served as a place of learning, connection, culture, and opportunity. It has adapted alongside our city, but the building itself -its infrastructure and core systems- has not undergone major revitalization since 1979. The proposed bond represents an important opportunity to invest in the Library's future so it can continue serving New Rochelle for generations to come.

On May 19, while our community participates in the budget and bond vote, I will be in Washington, D.C. representing our Library as part of a national case study with the Library Journal Design Institute. I am incredibly proud that our Library has been selected to take part in this important conversation about the future of public libraries and the evolving role they play in civic life.

It is especially meaningful to represent New Rochelle at such a pivotal moment in our Library's history.

Thank you to everyone who has taken the time to learn more, attend a session, ask questions, and engage in this process. However you participate, your involvement reflects the very spirit of community that makes this Library so special."

TREASURER'S REPORT

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

COMMITTEE REPORTS

Budget/Finance Committee – Chair Rhiannon Navin gave an update on the following topics:

The Budget/Finance met on April 29th, at 8:30am.

Financial Consultant/Treasurer Update

Michael Castonguay has worked with Eugenia to update the fiscal policies, identify the individual tasks in the admin office, and create a staffing plan for the admin/finance team. In addition to rehiring an administrative assistant after Jean Manning's retirement, the team should include a part-time business manager and a part-time Treasurer. Michael will stay on as financial consultant through at least the second quarter of the next fiscal year and could potentially transition to the role of business manager, if civil service hiring guidelines allow for out of county hiring.

Instead of hiring a part-time Treasurer, the committee has recommended and discussed with the other Board members a model that would engage Nawrocki Smith for treasury services and that the Board appoint a member of the Board to serve as Finance Officer.

Nawrocki Smith is the firm currently conducting claims auditing services for the School District, and it has been decided that the Library will continue working with them through the new fiscal year and fiscal separation process until such time as the Board is comfortable and confident in the transition.

Under the proposed model, similar to the arrangement used by the Chappaqua Library (one of only four school district public libraries in Westchester), the Board would appoint a trustee as Finance Officer. That trustee would sign checks, while Nawrocki Smith would report directly to them and provide bank reconciliations, budget reporting, check and warrant registers, and related financial documentation for review and approval. More information on this to follow at the next Board meeting.

Financial Advisor Contract

The contract for a financial advisor to assist the Library with bond options, problem solving, and advocating for the Library with the school district was approved by the committee.

Fiscal Policies

A draft of the fiscal policies was shared with the committee and a meeting will be scheduled for committee members to share their comments. The updated draft will then be shared with the full Board.

School District Updates

Eugenia Schatoff, Jean Manning, and Michale Castonguay met with the school district about the financial transition. Eugenia communicated to the school district representatives that the Library will require their support until the final adjusted entries are made, which happens in the first quarter of the new fiscal year. The Library will continue using Envision for at least the first quarter of the next fiscal year.

It was agreed during the meeting that the school district will no longer take library-related expenses such as debt services and electrical bills directly from the collected tax levy, but will invoice the Library instead. These details of the transition are being negotiated.

Financial Operations

Changes being made to the financial operations of the Library require the passing of two resolutions. The first is to give check signing authority to three members of the Board.

Rhiannon made a motion for the Board to accept the following resolution.

RESOLUTION NUMBER: 2026 05 12 #1

DATE: 5/12/2026

TOPIC: Check Signing Authority

RESOLVED, that the Board of Trustees of the New Rochelle Public Library hereby amends its proceedings and ratifies that the following:

BE IT RESOLVED:

That the following individuals be added as authorized check signers:

Corey Galloway, Vice President
Tatiana Infante, Trustee
Vera Salter, Trustee

Effective immediately.

Nancy Weinberger seconded the motion, and it was approved unanimously.

The second resolution is to give Library Director Eugenia Schatoff temporary full access to administer the Library's bank accounts until a Treasurer is in place. Rhiannon made a motion for the Board to accept to following resolution:

RESOLUTION NUMBER: 2026 05 12 #2

DATE: 5/12/2026

TOPIC: Check Signing Authority

RESOLVED, that the Board of Trustees of the New Rochelle Public Library hereby amends its proceedings and ratifies that the following:

BE IT RESOLVED:

That Library Director Eugenia Schatoff temporarily be added as an authorized check signer and have full authority and account access to financial accounts for a period not to exceed three months, effective immediately, with approvals and oversight by the Chair of the Finance Committee of the Board of Trustees and the Board President.

Fela Cortés seconded the motion, and it was approved unanimously.

The Budget/Finance committee will meet again on May 27th, at 8:30am.

Buildings & Grounds/CROC Committee – Chair Corey Galloway reported that the Buildings & Grounds Committee met on March 6 to review several operational and project updates.

Community Relations Committee – Co-Chair Vera Salter reported that the committee met on May 4th with representatives from Lathrop architects and Margaret Sullivan Studios to discuss a partner breakfast that will be held in July. The goal of the breakfast is to solicit input from leaders of the New Rochelle community about their vision for the future of the Library.

Policy Committee – Committee Chair Fela Cortés reported that the policy committee met on April 27th to discuss the tabling policy, the facility rental policy, the programming policy, and a bylaws amendment. These policies were shared with the full Board ahead of this meeting. The committee will finalize these policies and plans to bring them to a vote at the next Board meeting. The committee will meet again on May 26th, at 9am.

Personnel Committee – Chair Tatiana Infante reported that the committee met on April 20th and discussed staffing updates, as well as various current vacancies at the Library. Tatiana encouraged listeners to apply through civil service for the following open positions: Assistant Director of Facilities and Operations, Senior Library Clerk, part-time Library Clerk, and part-time

and full-time Library Assistant positions.

Tatiana made a motion to approve the consent agenda for personnel resolutions, No. 2026 05, according to the recommended action for item #1. Rhiannon Navin seconded the motion and it was unanimously approved.

The personnel committee will meet again on May 18th, 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 037, 039, 040, 041 and 042

The motion was seconded by Corey Galloway and approved unanimously.

RESOLUTIONS

None

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

Respectfully submitted,
Rhiannon Navin, Secretary

A recording of the meeting can be found on the library's website: www.nrpl.org.