



BOARD OF TRUSTEES MEETING
Thursday October 8, 2026
New Rochelle Public Library: Main Library Ossie Davis Theater
7:30 p.m.

AGENDA

1. CALL TO ORDER
2. ESTABLISH QUORUM
3. ATTENDANCE
4. PLEDGE OF ALLEGIANCE
5. EXECUTIVE SESSION (if applicable)
6. APPROVAL OF THE PREVIOUS MEETING MINUTES
7. REGULAR BUSINESS
 - WLS Representative Report
 - Presidents report
 - Directors Report
 - Treasurers report
 - Board Committee Reports
 - Approval of Checks and Warrants
8. RESOLUTIONS
9. OLD BUSINESS
10. NEW BUSINESS
11. PUBLIC COMMENT
12. ADJOURN

Please Note: This meeting will take place at 7:30 pm and entirely in person at the Main Library with no simultaneous Zoom broadcast available.

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

NRPL Monthly Departmental Update

Adult Services

Department: Adult Services

Submitted by: Kira Aiello

Reporting Period: September 2026

1. Key Highlights

We hosted the Air of Truth exhibit during the month of September. This exhibit was brought to the library by the Energy Justice Law and Policy Center (EJLPC). Using air quality data provided by the New York State Department of Environmental Conservation to the EJLPC, students studied local pollution disparities from an environmental science perspective. Their findings highlight the unequal impacts of air pollution, particularly on black and brown communities. The data was presented as part of a fun and interactive game designed for EJLPC by An Hour to Exit, a local escape room business. Mayor Ramos-Herbert attended the exhibit reception on 9/14.



September was library card sign-up month. The staff spent the month encouraging patrons in the library and at outreach events to sign up for a library a library card. We worked with WLS to

get library cards into the hands of non-traditional library users. We now provide Computer Use Only cards and Guest cards.

2. Programs, Services & Collections

Programs

- Acoustic String Jam continues to be a fun and popular program.
- Film screening and post screening discussion of *Ocean's 11*, which was first released 25 years ago, was shown as the first film in our 100 years of movies series.
- Book Clubs:
 - The Past Pages Book Club discussed *Our First Civil War: Patriots and Loyalists in the Revolution* by H.W. Brand.
 - The Brown Bag Book Club met to discuss *Las Madres* by Esmeralda Santiago, as our Hispanic Heritage book discussion
 - The library also supports three local book clubs, providing guidance and copies of books for members through the WLS interlibrary loan services.
- Digital Learning classes: Our Monday night computer classes have resumed with classes introducing Microsoft Word and Google Docs. These classes are held in English and Spanish on alternating weeks.
- Our English Conversation Circle has resumed. A returning patron said, "it's the place I feel most comfortable learning English."
- Creative Writing workshops have resumed.
- Carlos Pavan performed in the theater for Hispanic Heritage month, blending the vibrant rhythms of Argentine Tango with classical and jazz influences.

Services

The second floor Help Center continues to be a busy place.

- Conducted digital navigator appointments to help patrons improve their smartphone & laptop skills and provided self paced digital learning opportunities for our patrons using the website: <https://www.digitallearn.org/>
- Provided daily one-on-one support by appointment or drop-in. Patrons were assisted with accessing their credit reports in preparation for housing applications and benefit recertification; e-forms, technology questions and connections to local resources.
- Supported patrons in navigating government websites and portals, including Social Security, DMV, USCIS and Home Buying Educational Programs in Westchester.
- Job Search Coach held weekly one-on-one coaching sessions with job seekers.
- Healthcare Navigators assisted individuals and families apply for health insurance through the New York State of Health Marketplace.
- Notary Public is available every 3rd Thursday of the month.

Collections:

- Librarians continue to highlight books in our collection by providing book lists for the e-newsletter and creating book displays throughout the library. Some of the displays and lists featured in September were: Cozy Autumn Reads, Dolly Parton remembrance, Hispanic Heritage Month, Jewish Holiday Cooking, Football Season, Climate Week and Environmental Justice, which coincided with our Air of Truth exhibit.

3. Patron & Community Engagement

- Librarians staffed a table at a new resident Gelato Truck event at the Alary Building, promoting Library events and library card sign up.

4. Operations & Facilities

- We welcomed two part time library assistants to the adult services staff.

5. Statistics Snapshot

Event	Sessions	Attendance
Book Clubs	2	16
Acoustic String Jam	1	10
Film screenings	1	6
Digital learning classes	2	20
Exams Proctored	3	3
Notary	1	3
Job Search Coach	2	10

Circulation statistics for September 2026

Overdrive/Libby	9,754
Kanopy	212
Hoopla	unavailable as of this report

6. Looking Ahead

- STEM Alliance will be back in October teaching a series of digital literacy workshops to our low income residents. Patrons who attend all of the classes in the series will receive a chromebook.
- In October, we will be launching our first Spanish Language book club led by our new fulltime library assistant. Registration is already full with a waitlist.
- We will be introducing a new program, Liner Notes: A Deep Dive into Classic Albums. This series will explore the music, artists, and cultural moments behind some of the most influential albums of all time.

NRPL Monthly Departmental Update

Adult Services

Department: Adult Services

Submitted by: Kira Aiello

Reporting Period: August 2026

1. Key Highlights

Reading is alive and well in New Rochelle!

Our Adult summer reading challenge was a huge success, 110 patrons signed up and over 240 books were read. On August 24th participants gathered to meet, mingle, talk about what they'd read and receive their prizes. See photos below.



Our Yiddish book discussions, supported by the Yiddish Book Center Grant, *Between Two Worlds*, have also received a particularly positive response. In August our librarian led two discussion groups. On 8/3 the group discussed, [*The Adventures of Max Spitzkopf: The Yiddish Sherlock Holmes* by Mikhl Yashinsky](#). Fifteen patrons were in attendance (registration was

limited to 16). On 8/31 our librarian led a discussion of *The Zelmenyaners: A Family Saga* by Moyshe Kulback. Sixteen patrons registered and 19 attended!

2. Programs, Services & Collections

Programs

- Programming supported by the Yiddish Book Center Grant is ongoing. In August we held two book discussions; a musical performance by The Isle of Klezbos and Marisa Scheinfeld's presentation on the Borscht Belt Marker project.
- Acoustic String Jam continues to be a fun and popular program. It's become so popular that we may need to require registration.
- Film screening and post screening discussion of *High Anxiety Fiddler on the Roof*, in celebration of Mel Brooks 100th birthday.
- Book Clubs:
 - The Past Pages Book Club discussed *The Battle for New York* by Barnet Schecter. The history book club continues to focus on books about the American Revolution in support of RW250.
 - The Brown Bag Book Club met to discuss *Remarkably Bright Creatures* by Shelby Van Pelt.
 - The library also supports three local book clubs, providing guidance and copies of books for members through the WLS interlibrary loan services.
- Digital Learning classes:
 - Librarian-led digital learning classes were held on Thursday evenings in August from 6pm-7:30; a three series workshop introducing MS Excel with 5-6 attendees at each class.

Services

The second floor Help Center continues to be a busy place.

- Conducted daily digital navigator sessions, one-on-one, to answer questions about patrons smartphones and laptops and patiently walked them through step-by-step tech tasks.
- Provided one-on-one support to help patrons successfully utilize NR city, NY county, NYS state, and federal online resources, including IRS, USCIS, NY.Gov, and local job online portals.
- Job Search Coach conducted a "Jump Start Your Job Search" workshop and held 12 one-on-one coaching sessions with job seekers.
- Healthcare Navigators assisted individuals and families apply for health insurance through the New York State of Health Marketplace.
- Notary Public is available every 3rd Thursday of the month.

Collections:

- Librarians continue to highlight books in our collection by providing book lists for the e-newsletter and creating book displays throughout the library, 5 displays were part of our new “While You Are Waiting For” campaign; the titles being waited for are: *Yesteryear*, *The Correspondent*, *The Calamity Club*, and *Whistler*. We also had displays for American Artist Appreciation month, Wellness month, Golf month, Romance Appreciation, National Friendship Day, among others.

3. Patron & Community Engagement

- At the New Rochelle Police Night Out event (8/14) more than 125 people stopped by the library’s outreach table for flyers and information about library programs. Five library cards were processed, several attendees completed surveys, and the children enjoyed library giveaways.
- The Library staffed a table at the annual Taste of Union event. We had flyers, handouts and library card applications. The library staff always receive a positive response at these events.
- Patron, C.Mason was very satisfied with the assistance they received with the online NYS Notary process and obtaining a license and stamp. They were so pleased with the assistance they received from the library that they offered to be volunteer notary for the library.

4. Operations & Facilities

5. Statistics Snapshot

<u>Event</u>	<u>Sessions</u>	<u>Attendance</u>
Book Clubs	4	51
Acoustic String Jam	1	7
Film screenings	1	12
Digital learning classes	3	17
Exams Proctored		5
Notary	1	3

Circulation statistics for August 2026

Overdrive/Libby	unavailable as of this report
Kanopy	382
Hoopla	1,523

6. Looking Ahead

September is National Library Card sign up month. We will be giving our library card sign ups a particular push this year; encouraging patrons who are here often, but do not have library cards to sign up and become card-carrying members.

We also have some exciting new exhibits coming this fall.

In September we will be hosting an interactive escape room style exhibit sponsored by the Energy Justice Law and Policy Center. Patrons will be given an Air Quality Field Report card at the entrance with a goal of restoring New Rochelle's air grade from a D to an A+.

In November, our very own archivist will debut the "Art and Artifact" exhibit showcasing artwork from our archival collection and artwork displayed throughout the library. Having had a sneak preview of the exhibit, I am certain that the New Rochelle community will be amazed by the rich history of art in New Rochelle and the role the library has played in supporting local art and artists.

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Narrative Report – Adult Services

September 2026

Department: Adult Services

Submitted by: Kira Aiello

Reporting Period: 09/01/2026-09/30/2026

September means back-to-school at the New Rochelle Public Library. We featured a fun, educational, and interactive exhibit in the lobby, *The Air of Truth Exhibit*, brought to us by the Energy Law and Justice Policy Center, and our slate of classes is back in full swing.

Our Creative Breath writing workshop has resumed and is well attended by both new and returning patrons. The English Conversation Circle, which provides a safe and welcoming space for patrons to practice their speaking skills, is off to a great start. One returning participant told us, "It's the place I feel most comfortable learning English."

Our Monday night digital literacy class, which alternates weekly between English and Spanish, is currently covering Google Docs and Microsoft Word. Graduates of the summer STEM Alliance course have also been attending to continue developing their computer skills.

September always brings a back-to-school feeling to the library, and we're excited to see our patrons returning, learning, and building new skills together.

Narrative Report – Adult Services

August 2026

Department: Adult Services

Submitted by: Kira Aiello

Reporting Period: 08/01/2026-08/31/2026

The month of August reminded us how much our patrons still value and enjoy a good book. We had an incredible response to our Adult Summer Reading Challenge, and the response to our Between Two Worlds Yiddish books in translation book club caught us all by surprise. It's not typical to have 16 patrons sign up for a program, but 19 turn up. Usually the numbers go the other way, only a fraction of the patrons registered attend.

Our Adult summer reading challenge was a huge success, 110 patrons signed up and over 240 books were read. On August 24th participants gathered to meet, mingle, talk about what they'd read and receive their prizes. It was great to see a community of readers get together to celebrate books and reading.

Our Yiddish book discussions, supported by the Yiddish Book Center Grant, Between Two Worlds, have also received a particularly positive response. In August our librarian led two discussion groups. On 8/3 the group discussed, [*The Adventures of Max Spitzkopf: The Yiddish Sherlock Holmes by Mikhl Yashinsky*](#). Fifteen patrons were in attendance (registration was limited to 16). On 8/31 our librarian led a discussion of *The Zelmenyaners: A Family Saga* by Moyshe Kulback. Sixteen patrons registered and 19 attended!

NRPL Monthly Departmental Update (September 2026)

Department: Youth Services

Submitted by: October 1, 2026

Reporting Period: September 1 - 30, 2026

1. Key Highlights (Strategic Goals Alignment)

- **Children's & Teen Services:** Staff from Youth Services and other library departments attended Back to School and Meet the Teacher events at Jefferson (9/11), Trinity (9/15), Davis (9/17 & 9/22), Webster (9/17), Iona Prep Lower School (Grades K-5) (9/17 & 9/23), Iona Prep Lower School (grades 6-8) (9/17) and NRHS (9/24) to encourage library card sign-ups and to promote our programs and services for people of all ages.
- **Children's Room:** We welcomed 2 new part-time library assistants, Tova Ovits and Ruben Gomez, who are quickly acclimating to the Children's Room.
- **HCL:** On September 29th, we offered Math in Action, a mainstay in the Children's Room that combines math concepts with fun games and activities, for the first time at HCL. The program is offered by a volunteer community member and assisted by high school students.
- **Teen Services:** We've been encouraging teens to sign up for library cards (September is Library Card Sign-Up Month) along with taking the library survey.

2. Programs, Services & Collections

- **Children's Room Book Displays:** World Cup/Soccer, Back to School, Rosh Hashanah, Yom Kippur, Fall, Dolly Parton, Halloween/Spooky/Scary, Hispanic Heritage Month
- **Children's Services:** We closed out the Unearth a Story: Summer Reading Challenge on September 13th with 1067 participants between both locations. The raffle winners were contacted and have been coming in throughout the month to collect their end-of-summer grand prizes (see images below).
- **Children's Services:** The fall programming schedule started up on September 14 at both Main and HCL. We've had a positive response from the community and have welcomed a total of 1193 kids and caregivers to our library programs.
- **Children's Room:** We celebrated Hispanic Heritage Month and had 67 attendees enjoy the music of Mariachi México Internacional on September 27.
- **HCL Book Displays:** Back to School, Rosh Hashanah, Yom Kippur, Autumn, Homework-related books, Halloween, Hispanic Heritage Month Biographies, Fall Into a Good Book
- **Teen Services Book Displays:** Get Ready for School, Hispanic Heritage Month, Remembering 9/11, Summer Reading Books

- **Teen Services:** The graphic novel and video game collection has slowly been adjusted to be presented in the method that ThirdWay Space has suggested (see image below) with other collections to follow next month.
- **Teen Services:** Saturday programs are now back including book clubs and Teen Advisory Board meetings.

3. Patron & Community Engagement

- **Children's Room:** Class visits started up with children visiting the library to get new or replacement library cards and to learn about the library and all we have to offer.
- **HCL:** We're heavily promoting the WLS Road Trip to encourage patrons to visit all WLS member libraries.
- **HCL:** Girl Scout Troop returned to present Once Upon a Craft on Saturday 26th.
- **HCL:** Iona University brought over a class on September 9th where college students learned about the library - and received library cards!
- **Teen Services:** The Teen Advisory Board meeting on 9/19 was very productive and raised many ideas for potential teen programming and services with the 6 teen attendees also filling out the library survey.
- **Teen Services:** The NRPD PACT Unit Officer Rodriguez and Officer Lentini dropped by during one session of our Paws & Relax with a Therapy Dog on 9/23 with Paula Clegg and therapy dog Izzy.

4. Operations & Facilities

- **Children's Room:** In the garden, new sod has been installed, the planting beds have been refreshed with mulch, new planting soon to follow
- **HCL:** Much needed improvements at the children's branch - the second floor sink was fixed with new faucets and handles; thermostat batteries installed; light fixtures repaired; soap dispenser filled with additional supplies brought over.
- **HCL:** Daily afternoon security coverage started at the beginning of the month.
- **Teen Services:** Tints have been placed on the Digital Media Lab windows as well as those overlooking the Children's Garden.
- **Teen Services:** The new security guards have been actively patrolling the 2nd floor and swing by the Teen Room on a regular basis which is appreciated by teen staff.

5. Statistics Snapshot

(Attach or embed charts/tables if possible)

- **Children's Room:** 32 programs/818 attendees; **HCL:** 16 programs/375 attendees; **Teen Services:** 78 programs/978 attendees
[Youth Services Program Stats](#)
- **Circulation:** See Milton's report.

- **Children's Room Total Ref Stats: 2423; HCL Total Ref Stats: 1441**

6. Looking Ahead

- **Children's Room:** Celebrating ArtsFest and Hispanic Heritage Month with a bilingual Flower Making Workshop on October 17th; A Spooktacular Celebration is on October 24th where we'll decorate pumpkins, welcome Maurice Sendak's Wild Thing and host Miss Jolie and her bubble and music show
- **HCL:** Special Saturday events in October with Singin' with Sean and a concert with Halloween-themed concert by Armelle Gloaguen for ArtsFest.
- **Teen Services:** Our biggest event next month is our Halloween Fest (10/31) with a series of Halloween and fall programs interspersed throughout the month of October. We are also expecting a visit from Isaac E. Young's Life Skills classes on 11/2.

7. Attachments/Supporting Documents

Children's Room Photos:

Children's Library Assistant Maria Hernandez at a Trinity outreach on 9/15

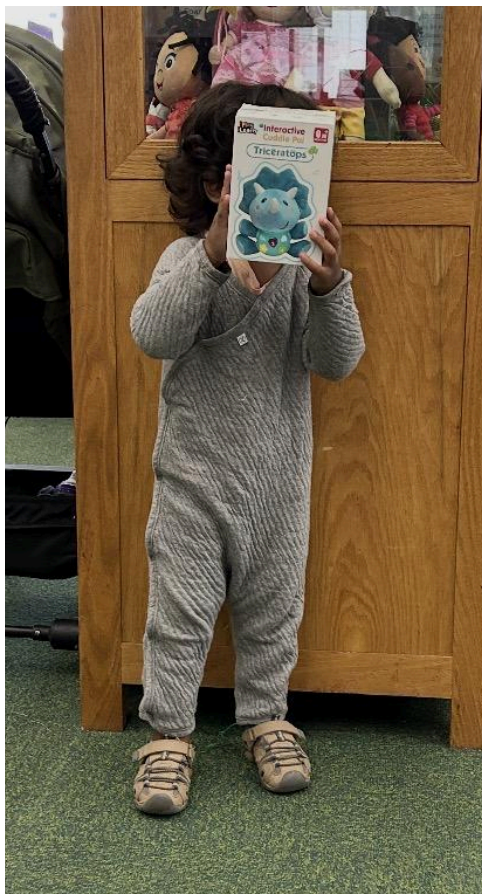




Teen Library Assistant Zaneta Bailey at Jefferson's BBQ event on 9/11



Celebrating Hispanic Heritage Month with Mariachi México Internacional on September 27



A selection of our Summer Reading Challenge raffle winners!

HCL Photos:



Susie Sunshine and Snoopy engage a young patron during HCL's Thursday program, Susie Sunshine presents Rhymes, Stories, and Songs for Toddlers!



Pumpkin painting and fall stories and some fabulous dragon art made for a great fun time at Once Upon a Craft with Girl Scout Troop 1873. We so appreciate the wonderful programs they put on!





Blackboard Art from Miss Joy at HCL promoting Library Card Month!



Even the little patrons enjoy Duplos during LEGO Engineers at HCL

Practicing Tree Pose during Yoga Tots at HCL



Math in Action at the Huguenot Children's Library was hands-on math fun for our patrons!

Teen Room Photos:



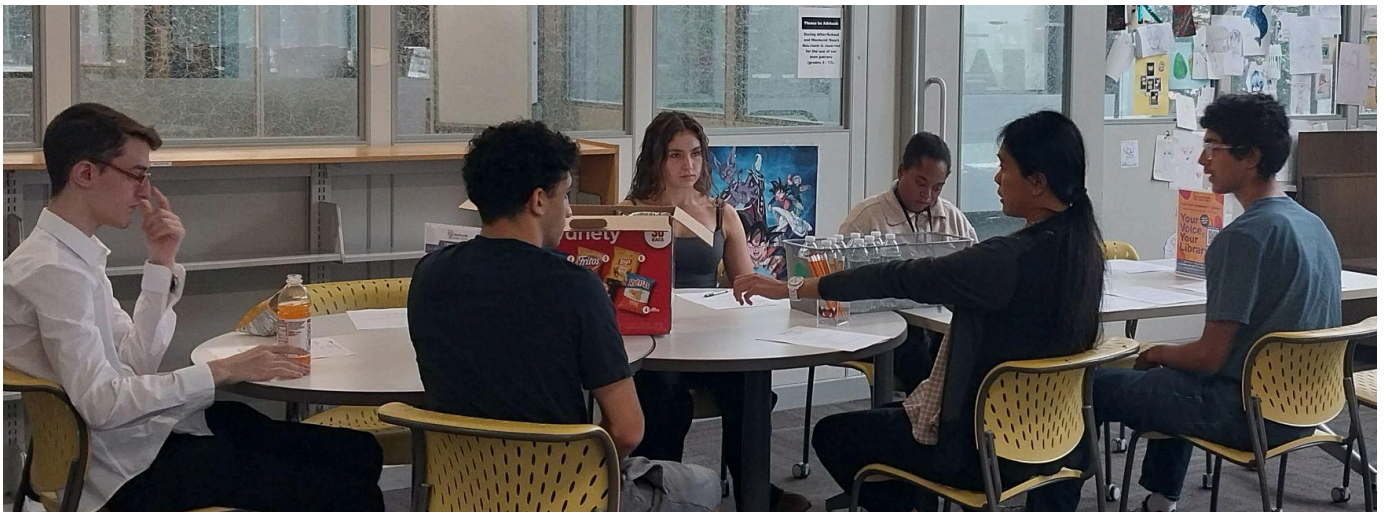
New shelving method suggested by ThirdWay Space being adopted and put into effect with the teen graphic novel collection.



Head of Circulation, Milton Cobb (left), demonstrating the new Makey Makey kit during the Makey Makey Intro Day program (9/10).



Teens spend time with the pet therapy dog Izzy and owner Paula Clegg (left) during a special Paws & Relax with Therapy Dog program at HCL (9/16).



New and old Teen Advisory Board members discussing teen programs and services on 9/19.



Therapy dog owner Paula Clegg (left on chair) speaking with Officer Rodriguez (center) and Officer Lentini (right) during Paws & Relax with a Therapy Dog program on 9/23.



Parents and students stopping by our table during the NRHS Meet the Teacher Night (9/24).



Eight teens participated in the bi-monthly Trivia Tuesday with teen staff member Zaneta (left on chair) facilitating the program (9/29).

Instructions for Staff:

- Keep sections concise (bullets where possible).
- Always link updates back to **strategic goals**.
- Submit to the Admin Office by the monthly due date.

Narrative Report – Youth Services (September 2026)

Department: Youth Services

Submitted by: Bobby Simic

Reporting Period: September 1 - 30, 2026

In September, Youth Services closed out summer and quickly transitioned to Fall and Back-to-School season with a variety of activities and visits to keep us busy in all three of our service areas – the Children's and Teen Rooms and the Huguenot Children's Library.

Children's closed out Summer Reading with a record 1067 children and 93 teen registrants. For kids, the Challenge officially ended on September 13th. We had 14 lucky Summer Reading raffle winners, from babies to tweens, who excitedly picked up their dino-themed prizes from the library.

Youth Services staff with help from other library departments attended 7 Back to School/Meet the Teacher nights at grade, middle and high schools in September. Tabling at these events gives us an opportunity to share all the wonderful free services the library offers for all age levels. We see a mix of familiar and new faces as we promote the library, our programs and encourage families to sign up for library cards. During certain Back to School nights, we were able to make library cards on the spot to give to community members thanks to our studious Circulation staff.

The Fall means Class Visit season is also upon us, and the Children's Room welcomed 2 groups with an overall total of 79 visitors. Students and educators learned about the library, got a tour of the Children's Room, received library cards and an opportunity to browse the collection and borrow books.

In addition to the schools, Youth Services worked with a number of organizations during September, including Iona University and the Girl Scouts at HCL and the NRPD in the Teen Room.

The Children's Room also welcomed 2 new part-time Library Assistants in September, Tova Ovits and Ruben Gomez. In their first month, both assistants have already become a big help in the department, covering the Information Desk and programs too. During one of her shifts, Tova helped a teacher locate a number of musician biographies. A few days later, Tova's supervisor received a phone call from the grateful teacher, who wanted to thank Tova and to let her know the biographies Tova chose inspired the teacher to create a bulletin board at her school.

The Huguenot Children's Library now has a security guard each afternoon, Monday to Saturday. Staff say they appreciate their presence. The guards are friendly and have adapted well to the

small branch while also bringing comfort to staff, knowing they have an extra layer of assistance in the event an emergency or troubling situation arises.

Teen Services continues to collaborate with the Huguenot Children's Library and to take advantage of the branch's proximity to the high school. They hosted a special Paws & Relax with a Therapy Dog program at HCL on September 16th. The Teen Advisory Board was also presented with the idea to host more teen activities at HCL and were excited at the prospect.

Youth Services is looking forward to October and plans to host more class visits and special programs celebrating Halloween, Hispanic Heritage Month and ArtsFest.

NRPL Monthly Departmental Update

Department: Community Relations

Submitted by: Lisa Itzkowitz

Reporting Period: September 2026

1. Key Highlights

- Led promotional efforts to drive patron engagement for 23 September programs with emphasis on generating awareness of the return of many programs that were on pause for the summer including Friday Night Concerts, NRPL Film Series, and English Language Conversation classes. The Fall 2026 Children's program schedules at Main and HCL were also highlighted.
- Created initial draft of broadscale marketing plan for launch of Marketplace testing. Met with Jill and David from Thirdway to review/clarify proposal items and provide insights at kickoff meeting.
- Attended Steelcase showroom visit.
- Coordinated ArtsFest 2026 events at NRPL with NRCA and David Torres, and supported promotion of all events under a unified ArtsFest 2026 "banner."
- Working with NRPL Open Sewing volunteer to understand how other libraries manage sewing machines in circulation.
- Coordinated NRPL presence at NRPL Street Fair (9/19) which generated over 180 table visits, 65 new card applications, and 11 card renewals, including Mayor Ramos-Herbert.
- Oversaw creation of outreach baskets for all September events, including multiple Meet the Teacher nights.
- Promoted Library Card Sign Up Month challenge across multiple channels. Monitored progress of Library Card Sign Up Month challenge, sharing results with the community via social media and NRPL eblast. Created "progress thermometer" poster which is updated weekly with new card stats and is on display in the lobby. As of September 30, there were 556 card signups. The campaign will be extended a few weeks to try to reach the goal.
- Coordinated NRPL participation in WLS Road Trip initiative, a pilot initiative to encourage library exploration and community engagement among Westchester residents and library staff.
- Organized Fall 2026 beginner Mah Jongg class to begin mid-October
- Continue to provide insights and guidance regarding programming and budgeting to David Torres as he assumes his new role as Head of Programming and Outreach.

2. Programs

- **Health and Wellness Programs - 16 sessions**
 - Chair Yoga *averaged 28 attendees/session.*
 - Multi Level Yoga *averaged 21 attendees/session*
 - Tai Chi/Qi Gong - *averaged 29 attendees/session.*
- **Arts and Culture Programs - 9 sessions**
 - **Knitting Club**, *average 9 attendees/session*
 - **Open Sewing**, *average 15 attendees/session*
 - **Adult Art Workshop**, *8 attendees*
- **Fun and Games Programs - 3 sessions**
 - **MahJong Open Play**, daytime, average 11 attendees/session
- **Virtual Programs - 2 session**
 - **Women and Money Roundtable**, *3 attendees*
 - **Buena Vista Social Club (in celebration of Hispanic Heritage Month)**, *9 attendees*

3. Patron & Community Engagement

- Attended Air of Truth Exhibit Reception on September 14
- Attended New Rochelle PR meeting on September 15
- Speaking with NRBID and Monroe University about working with business students to develop a real world lab experience for a digital marketing class. There is potential to collaborate with NRBID or possibly a solo project for NRPL. Further discussions will be held in October.

4. Operations and Facilities

n/a

5. Statistics Snapshot

- Total number of program sessions: 29
- Total number of attendees: 581
- Social media recap

September was an average month for our social media. Facebook gained 47 new followers, had 691 content interactions, reached 17,578 unique accounts, accumulated 75,364 views across all posts and 991 profile visits from unique accounts. On Instagram we gained 43 new followers, had 746 content interactions (likes & comments), reached 2,863 unique accounts, accumulated 25,680 views across all posts and 348 profile visits from unique accounts.

The most popular posts of the month were The Celebrate Hispanic Heritage Month with Mariachi Mexico Internacional (7,463 Views, 4, 901 reach, 46 interactions) and Library Card Sign Up Month Patron post (4,239 Views, 2,526 Reach, 91 Interactions)

Email: The open rate on the weekly eblast remains around 60% - 27% higher than the industry average.

6. Looking Ahead

- Working with Thirdway Space on Marketplace test communications plan.
- Supporting outreach initiatives by coordinating staff/custodial support for October events including Here Comes the REIGN (new event, rescheduled from September) and Tall Ships and serving as point person for City events including Taste of Leroy, Taste of Lincoln, and Halfway to Earth Day.

7. Supporting Documents



Mayor Ramos-Herbert stopped by the NRPL table at the New Rochelle Street Fair (with her daughter) to renew her NRPL card - during Library Card Sign Up Month



This year, we challenged the community to help us sign up 700 new cardmembers during Library Card Sign Up Month (September) - and we came close, reaching 556 cards as of September 30. We will continue our push for the next few weeks, which include a few more outreach events. A progress thermometer is on display in the lobby.

Community Relations Narrative Report

Department: Community Relations

Submitted by: Lisa Itzkowitz

Reporting Period: September 2026

This month, marketing provided support for **23 programs** across all library departments. Communications generated awareness of the return of many programs that were on pause for the summer including **Friday Night Concerts**, **NRPL Film Series**, and **English Language Conversation classes**. The **Fall 2026 Children's program** schedules at Main and HCL were also highlighted.

Created initial draft of broadscale **marketing plan for launch of Marketplace testing**. Met with consultants from Thirdway Space to review/clarify proposal items and provide insights at kickoff meeting.

Met with New Rochelle marketing professionals for quarterly update.

Discussing potential opportunities to **collaborate with Monroe University business students** about developing a real world lab experience for a digital marketing class.

Promoted **Library Card Sign Up Month challenge** across multiple channels. Monitored progress of challenge, sharing results with the community via social media and NRPL eblast. Created "progress thermometer" poster which is updated weekly with new card stats and is on display in the lobby.

Coordinated NRPL participation in **WLS Road Trip initiative**, a new program that encourages patrons to visit multiple WLS libraries.

Coordinated NRPL presence at New Rochelle Street Fair

Public relations coverage:

[The New Rochelle Review](#) published a number of NRPL events (with photos.) The Rye and Rye Brook Moms Network picked up our [Baby and Me Together Time](#), [Tween Book Club](#) program. [New Roar News](#) ran an article on the Air of Truth Exhibit in the Lumen Winter Gallery.

Board Meeting
Thursday, October 8, 2026
Personnel Report Listing

						Board Meeting
						Report - Date
Last Name	Name	Title	Salary	Reason	Action Date	
1 Hernandez	Adriana	PT- Library Clerk	\$27.15 Hour	Seperation	September 16, 2026	8-Oct-26
2 Elia	Maureen	PT - Library Assistant	\$30.07 Hour	Resigned	October 10, 2026	8-Oct-26
3 Parry	Jan	Programming Coordinator	\$76,051.00	New Hire	October 13, 2026	8-Oct-26
4 Escobedo	Sasha	Administrative Assistant to Director	\$86,771.00	New Hire	November 2, 2026	8-Oct-26
5 Garcia	Paola	FT - Library Assistant	From Step # 1 \$57,838 - Salary \$2,224.54 To Step # 2 \$59,570.94 - Salary \$2,291.19	Step Increase	November 10, 2026	8-Oct-26
6 Peters	Dana	Full Time - Library Clerk - Tech Services	From: Step # 3 \$50,800.10 - Salary \$1,953.85 To Step # 4 \$52,673.14 - Salary \$2,025.89	Step Increase	November 16, 2026	8-Oct-26

Board Meeting
Thursday, October 8, 2026
Incident Report Listing

Date	Time	Location	Description	Action Y/N	Emergency Services Contact
9/2/2026	4:45 PM	Main Library	Repeated Behavioral Concerns, Inappropriate Comments, and Staff/Security Intervention	No	
9/8/2026	12:30 PM	Main Library	Intermittent Alarm Sound Near 3rd Floor Elevator Stairwell	No	
9/12/2026	3:44 PM	Main Library	Patron Concern Regarding Repeated Observation and Security Response in Study Room/Stacks Area	No	
9/23/2026	4:30 PM	Main Library	Patron Concern Regarding Teen Summer Raffle Prize	No	
9/23/2026	5:30 PM	Main Library	Patron Inquiry Regarding Contact with Administration	No	
9/23/2026	5:30 PM	Main Library	Patron Inquiry Regarding Administration Staff Member and Attempts to Make Contact	No	
9/27/2026	1:55 PM	Main Library	Patron Interaction Following Security Request Regarding Noise and Subsequent Staff Concern	No	
9/29/2026	2:40 PM	Main Library	Library Customer Service Incident Report – Verbal Escalation During Telephone Inquiry	No	
9/29/2026	2:35 PM	Main Library	Escalated Telephone Interaction and Repeated Calls	No	



NRPL BOARD MEETING MINUTES

Thursday, September 10, 2026

New Rochelle Public Library: Main Library Ossie Davis Theater

BOARD MEMBERS

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

Absent: Rhiannon Navin, President

ADMINISTRATION

Eugenia Schatoff
Jhenelle Robinson
Yesika Torres

CALL TO ORDER

Vice President Vera Salter called the Board meeting to order at 7:30 p.m. A quorum was established.

OPENING ITEMS

Pledge of Allegiance

APPROVAL OF AGENDA

[Vera Salter](#) made a motion to approve the agenda. Fela Cortes seconded the motion. Passed unanimously.

APPROVAL OF PREVIOUS MEETING MINUTES

Nancy Weinberger made a motion to approve the minutes of the August 13, 2026 meeting of the NRPL Board of Trustees. Seconded by Tatiana Infante and passed unanimously.

Nancy Weinberger made a motion to approve the minutes of the August 27, 2026 Zoom meeting of the NRPL Board of Trustees. Seconded by Corey Galloway and passed unanimously.

REPORTS

Westchester Library System Report

No report was provided at this time as the WLS representative was not present.

President's Report

There is no President's Report at this time.

Director's Report

Presented by: Eugenia Schatoff, Executive Director

Director Schatoff shared insights from her participation in an executive education program at the Harvard Graduate School of Design focused on the future of library design and transformation. The program included participants from across the country—architects, designers, developers, leaders, system directors, city and county library directors—examining how library spaces have evolved in different communities. Director Schatoff emphasized that libraries are defined by the people who use them. The building matters, but it is a tool to meet community needs. The most important takeaway is the importance of listening first—there is no single library model. The best libraries reflect the communities they serve. As the library undertakes a once-in-50-year renovation project, it must listen to what people need today and anticipate what they will need in 10, 20, and 30 years. The future library must grow from the community itself.

COMMITTEE REPORTS

Community Engagement Committee Report, Fela Cortes, Chair

- September 11 Remembrance: The City of New Rochelle will mark the 25th memorial of September 11 on September 11 at 10:30 a.m. in front of City Hall.
- September Initiatives: September is Hispanic Heritage Month and Library Card Signup Month. The executive director has issued a challenge for 700 new library card signups. As of the meeting, 100 signups have been achieved. Residents can sign up via the website, social media, or in person at the libraries.
- New Website: The library's new website, featuring the library's new logo, is launching this month. The new logo was created by library staff and represents the collaborative work and vision of the organization.
- Community Survey: The survey, available in both English and Spanish, remains open. The library encourages participation from residents of all ages, including teenagers and children. Participants have an opportunity to win a \$100 gift certificate. The survey takes approximately five minutes to complete.
- Next Meeting: Tuesday, September 15, 2026 at 8:45 a.m. Zoom link posted on website.

Policy Committee,, Lucille Renwick, Chair

The Policy Committee has not yet met. Next meeting scheduled for Monday, September 14, 2026 at 8:30 a.m. to discuss various policies.

Building and Grounds Committee,, Vera Salter, Chair

The Building and Grounds Committee has been very active this period with presentations from space and architectural consultants.

- July 17 Meeting: Third Way Space presented design recommendations for the future library. Joint meeting scheduled with Finance Committee.
- August 14 Meeting: Lothrop Architects presented a conditions report. Major finding: no immediate critical issues, though some emerging issues exist. All systems will be brought up to code during master vision plan renovation, including deep energy retrofit and elevator replacement.
- August 18 Meeting: Foundation donated funds for one part of Bliss Music Project. Director reported on children's garden project. Two state construction grant proposals submitted by deadline for roof completion and building construction.
- Master Plan Strategy: Fela Cortés created master plan realization strategy tracker.
- Project Delivery: Committee discussed project delivery methods. Initial preference expressed for full-time owner representative; further research and analysis needed.
- September 9 Meeting: Consultants presented preliminary design proposals and reviewed community survey and focus group results. Committee emphasized final plans must go to community for input before finalization.
- Next Meetings: Tuesday, September 15, 2026 at 11:00 a.m. and beginning of October.

Personnel Committee, Tatiana Infante, Chair

- Committee met August 17. Confirmed meeting schedule for 2026-2027: third Monday of each month with holiday adjustments.
- Entered executive session to discuss collective bargaining agreement preparation and personal matters.
- Staffing Updates: New senior clerk and additional part-time clerks hired. Maintenance department now fully staffed for first time in 18 months.
- Business Manager Position: Seeking qualified candidates. Interested applicants should contact Jeanett Medina at New Rochelle Civil Service, 914-654-5172.
- Tatiana Infante made a motion to approve Personnel Consent Agenda: Resolutions 2026-91 through 2026-97. Seconded by Lucille Renwick. Passed unanimously
- Next Meeting: Monday, September 21, 2026 at 9:00 a.m.

Finance Committee,, Corey Galloway, Chair

- Committee met August 26. Continuing work on strengthening financial operations and internal controls.
- Clarifying roles of treasurer, business manager, and financial contractor moving toward permanent structure.

- The treasurer will take on greater responsibility for monthly reporting, reconciliations, and budget-to-actual reports.
- Business manager position posted—positive news it came sooner than anticipated.
- Discussed proper tracking of restricted grants, gifts, and matching funds in QuickBooks and application of fund balance policy.
- Significant progress made on financial reporting and banking operations; sustainable structure developing.
- Next Meeting: Wednesday, September 23, 2026 at 8:30 a.m.
- Corey Galloway made a motion to approve warrants resolution to process and issue payments:
 - Approval of Warrants Number 2026-0914, 2026-0915, and 2026-0916
 - Seconded by Nancy Weinberger, Approved unanimously..

OLD BUSINESS

There was no old business.

NEW BUSINESS

A motion was made by Fela Cortes to observe a moment of silence in remembrance of September 11. The motion was seconded by Corey Galloway. Approved unanimously. The Board observed a moment of silence.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Vera Salter made a motion was made to adjourn the meeting at 7:54 p.m. Seconded by Lucille Renwick. Approved unanimously. The meeting was adjourned.

Respectfully Submitted,

Nancy Weinberger, Secretary

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



Dear Friends and Neighbors,

September is Library Card Sign-Up Month, and this year we are challenging our community to help us reach an important goal: 700 new library cards by the end of the month.

A library card is your key to so much more than books—from digital resources and technology to programs, events, learning opportunities, and services for the entire family. Reaching that goal means making sure people know what their Library has to offer.

That's why outreach is an important part of our work all year long. This spring, Library staff joined the community at events including GoatsFest and the City of New Rochelle's Earth Day Festival. Throughout the year, we also visit schools for parent nights and other events, connect with community organizations, and welcome groups to the Library—including ESL parent groups who have come to learn more about our programs and services.

This fall, our outreach continues. Staff have been/will be visiting Meet the Teacher nights at Trinity, Davis, Webster, Iona Prep, and New Rochelle High School, as well as Jefferson Elementary School's Back-to-School BBQ. We are excited to return to the City of New Rochelle Street Fair on September 19, where we'll have another opportunity to meet our neighbors and help them discover the Library.

We're also looking forward to the start of library class visits! Students will learn about the library, participate in a fun library activity, like a storytime or scavenger hunt, and more importantly, receive library cards giving them borrowing privileges the day of their visit and beyond! We already have a handful of class visits scheduled and anticipate more will follow. We hope it will be the beginning of a lifelong connection to the Library.

Our leadership is also committed to being out in the community, building relationships with residents and community partners. Most recently, I attended the Lincoln Park Conservancy's ribbon cutting for its new History & Culture Center. These connections help us better understand our community and find new ways to work together.

The Library is a civic gathering place that welcomes everyone. This Library Card Sign-Up Month, we invite you to help us reach 700 new cardholders—and to spread the word about all that your Library has to offer.

Warm Regards.

Eugenia Schatoff

Eugenia Schatoff

October 08, 2026 Director's Board Report

Committee Meetings

- Building and Grounds Committee Meeting — Wednesday, September 14 · 8:30–9:30am
- Board Meeting — Thursday, September 8 · 7:30–9:30pm
- Policy Committee Meeting — Monday, September 12 · 8:30–9:30am
- Community Relations Committee — Tuesday, September 20 · 8:45–9:45am
- Building and Grounds Committee Meeting — Tuesday, September 13 · 11:00am–12:00pm
- Staff Development Meeting — Wednesday, September 21 · 9:00am–12:00pm

Check-In Meetings

- Check In Meeting – Director + Assistant Director — Tuesday, September 6 · 10:30–11:30am
- Check In Meeting – Director + Executive Director — Tuesday, September 6 · 10:30–11:30am
- Check In Meeting – Director + Board President — Wednesday, September 7 · 11:00am–12:00pm
- Check In Meeting – Director + Community Relations — Wednesday, September 7 · 1:00–1:30pm
- Check In Meeting – Director + Assistant Director — Wednesday, September 7 · 2:00–3:00pm
- Board Meeting Check-In Meeting — Thursday, September 8 · 6:30–7:15pm
- Bank Check-In Meeting — Thursday, September 8 · 10:30–11:30am
- Check In Meeting – Director + Board President — Monday, September 12 · 1:00–2:00pm
- Check In Meeting – Director + Assistant Director — Tuesday, September 13 · 12:30–1:30pm
- Check In Meeting – Director + Executive Assistant — Tuesday, September 13 · 1:30–2:00pm
- Check In Meeting – Director + Community Relations — Tuesday, September 13 · 2:15–2:45pm
- Check In Meeting – Director + Assistant Director — Tuesday, September 13 · 3:00–4:00pm
- Check In Meeting – Director + Recruiting — Tuesday, September 13 · 4:00–4:30pm
- Check In Meeting – Director + Board President — Wednesday, September 14 · 10:00–11:00am
- Check In Meeting – Director + Community Relations — Wednesday, September 14 · 2:30–3:30pm
- Check In Meeting – Director + Public Relations — Thursday, September 17 · 10:30–11:30am
- Check In Meeting – Director + Board President — Thursday, September 17 · 12:00–2:00pm
- Check In Meeting – Director + Assistant Director — Thursday, September 17 · 2:00–3:00pm
- Check In Meeting – Director + Assistant Directors — Monday, September 21 · 10:00–11:00am

- Check In Meeting – Director + Assistant Director — Wednesday, September 23 · 12:00–2:00pm
- Check In Meeting – Director + Executive Assistant — Wednesday, September 23 · 4:00–4:15pm
- Check In Meeting – Director + Assistant Director — Thursday, September 24 · 10:30–11:30am
- Check In Meeting – Director + Community Relations — Thursday, September 24 · 11:30–12:30pm
- Check In Meeting – Director + Friends — Thursday, September 24 · 3:30–4:00pm
- Check In Meeting – Director + Assistant Directors — Friday, September 25 · 11:30am–12:00pm
- Check In Meeting – Director + Friends — Friday, September 25 · 1:00pm–2:00pm
- Check In Meeting – Director + Assistant Directors — Monday, September 28 · 10:00–11:00am
- Check In Meeting – Director + Assistant Director — Monday, September 28 · 1:00–2:00pm
- Check In Meeting – Director + Library Clerk — Monday, September 28 · 2:00–3:00pm
- Check In Meeting – Director + Assistant Director — Tuesday, September 29 · 2:00–3:00pm
- Check In Meeting – Director + Assistant Director — Wednesday, September 30 · 2:00–3:00pm
- Check In Meeting – Director + Assistant Directors — Wednesday, September 30 · 3:45–4:45pm

Other Meetings

- NRPL X Lothrop — Thursday, September 8 · 1:00–2:00pm
- Interview – Administrative Assistant — Monday, September 12 · 9:30–11:00am
- NRPL X Law — Monday, September 12 · 11:00am–12:00pm
- Interview – Administrative Assistant — Monday, September 12 · 2:00–3:15pm
- Administrative Meeting — Monday, September 12 · 3:00–3:30pm
- NRPL X Thirdway — Tuesday, September 13 · 10:00–11:00am
- NRPL Leadership Meeting — Wednesday, September 14 · 10:00–11:00am
- NRPL X Civil Service — Wednesday, September 16 · 3:30–4:30pm
- NRPL X Civil Service — Wednesday, September 16 · 3:30–4:30pm
- NRPL X PLDA — Thursday, September 17 · 9:30–10:30am
- NRPL X Lothrop — Thursday, September 17 · 3:15–4:00pm
- NRPL X Law — Monday, September 21 · 11:00am–12:00pm
- Interview – Administrative Assistant — Monday, September 21 · 12:30–1:30pm
- Administrative Meeting — Monday, September 21 · 2:30–3:00pm
- NRPL X Finance — Tuesday, September 22 · 1:00pm–2:00pm
- NRPL X Finance — Tuesday, September 22 · 3:00pm–4:00pm
- NRPL X NRPL Foundation — Tuesday, September 22 · 7:30pm–8:30pm
- NRPL X Thirdway — Wednesday, September 23 · 3:00–4:00pm
- NRPL X Thirdway — Thursday, September 24 · 1:00–2:00pm
- Interview – Administrative Assistant — Thursday, September 24 · 2:30–3:30pm
- NRPL X WLS — Friday, September 25 · 10:00–11:30am
- Administrative Meeting — Monday, September 28 · 2:45–3:15pm
- NRPL X Steelcase — Tuesday, September 29 · 11:00–2:00pm
- NRPL X Union — Tuesday, September 29 · 3:00–4:00pm
- NRPL X MSS — Wednesday, September 30 · 12:00–1:00pm
- NRPL X Thirdway X Community Relations — Wednesday, September 30 · 3:00–4:00pm
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DEPARTMENTAL REPORTS

Adult Services

 2026 10 Adult Services Department Monthly Report Update.pdf

 2026 09 Adult Services Narrative Report.pdf

Youth Services

Submitted by Bobby Simic

 2026 09 Youth Services Monthly Report.pdf

 2026 09 Youth Services Monthly Narrative.pdf

Circulation Report

 2026 10 Circulation Department Monthly Report Update.pdf

 2026 10 Circulation Department Monthly Report Narrative.pdf

Community Relations Report

 2026 10 Community Relations Monthly Narrative.pdf

 2026 10 Community Relations Monthly Update.pdf

Personnel Report

 2026 10 Personnel Report Listing.pdf

Incident Report

 2026 09 Incident Report Listing.pdf

Respectfully Submitted,

Eugenia Schatoff

**Eugenia Schatoff
Library Director**