

**Port Chester-Rye Brook Library
Board of Trustees Meeting
January 20, 2026**

The regular meeting of the Port Chester-Rye Brook Library Board of Trustees was held on Tuesday January 20, 2026. The meeting was called to order at 7:02 p.m.

Roll call: Barbara Goodstein, Richard Falanka, Yang Lie, Ellen Mutino, Veronica O'Connor, Elizabeth Rotfeld, Lisa Simon, Paul Zaccagnino, Tee Cotter, Mayra Fortes

Excused: Mark Kamensky

Ex-Officio: Mayor Jason Klein and Mayor Luis Marino

There was a motion to accept the minutes of the December 16, 2025 meeting was made by Richard Falanka and seconded by Paul Zaccagnino. All aye, motion carries.

President Veronica O'Connor welcomed Ms. Tee Cotter to the board meeting and gave her report. She noted that the IMC meeting scheduled for last month needed to be rescheduled to January 22nd. On January 16th, she attended the memorial for Ms. Barbara Forsythe along with Mayra Fortes and Tee Cotter. She attended a meeting with the committee for the Library's 150th Birthday Celebration which will have its kickoff event on February 28th. Board members' continuing education certificates that have not been given to Ms. O'Connor need to be handed in asap. The Trustee Fund report was emailed to all board members.

Reports given by the Board Treasurer and the Finance Committee. Operating budget was discussed as well as check list, and the PCRB Library financial position spreadsheet. The audit has been completed; an itemized list of charges will be requested from PKF Davies.

A report was emailed to all Board members from the Acting Director Mayra Fortes. Additionally, Ms. Fortes sent an email to the Building, Grounds and Security Chair regarding outdoor lighting concerns, and an update on needed security cameras and system. The annual Tax Help program will begin on February 2nd. Ms. Fortes also gave an update on the Library's 150th Birthday celebrations which will kick off on February 28th.

Building, Grounds and Security Committee chair shared that it would move forward with new signs being made for the Library parking lot once the Village of Port Chester gives their approval regarding enforcement.

Old Business: Follow up on library parking lot issues: President O'Connor had sent a letter to Stu Rabin and was told it would be on the agenda for discussion during the Port Chester Village Board meeting in December, but it didn't occur; it will now be on the January meeting agenda.

President O'Connor emailed the two 2026-2027 proposed budgets to all board members. A motion to accept the 2026-2027 budget as edited and presented, with a 5% increase in operating and the proposed capital budget as presented was made by Elizabeth Rotfeld and seconded by Lisa Simon. All aye, motion carries.

A mass card in the amount of \$15.00 will be purchased in memory of Barbara Forsythe.

A motion to move into Executive session was made by Yang Lie, seconded by Richard Falanka; all aye, meeting moved into executive session at 8:24 p.m.

A motion was made to exit out of Executive Session; motion made by Richard Falanka and seconded by Elizabeth Rotfeld. All aye, meeting moved out of Executive Session at 9:16 p.m.

There was a motion made to increase the salary line of the above approved 2026-2027 Operating budget in the amount of \$20,000.00. Motion made by Barbara Goodstein, seconded by Lisa Simon. All aye, motion carries.

A motion to adjourn was made by Yang Lie, seconded by Paul Zaccagnino. All aye, meeting adjourned at 9:18 p.m.

Submitted by:

Ellen Mutino