Port Chester- Rye Brook Library
Board of Trustees Meeting
September 22, 2026

The regular meeting of the Port Chester-Rye Brook Library Board of Trustees was held on Tuesday, September 22, 2026. The meeting was called to order at 7:03 p.m. by President Veronica O'Connor.

Roll call: Richard Falanka, Barbara Goodstein, Carin Zakes Green, Laura Michelle Horgan, Dineen Ladore, Yang Lie, Ellen Mutino, Veronica O'Connor, Lauren Watt, Paul Zaccagnino, Tee Cotter, Mayra Fortes
Excused: Jackie Christal, Mark Kamensky, Lisa Simon
Ex-Officio: Mayor Jason Klein and Mayor Luis Marino.

There was a motion made to accept the minutes of July 28, 2026, meeting made by Richard Falanka, seconded by Carin Zakes Green. All aye, motion carries.

President O'Connor reported the following:

- Thank you to Stevem Martinez for his work on the Gala event site.
- The August Time Capsule event was wonderful; thank you to the Village of Rye Brook for providing ice cream at the event.
- Port Chester Day was great, thank you to all volunteers that gave time, helped with set-up and breakdown and got items back to the Library.
- Paul Zaccagnino's presentation was excellent and very interesting.
- Had multiple meetings and numerous phone calls regarding the gala with Tee Cotter and Library Staff.
- Scheduled for an IMC meeting for October 15th.

Director's Report: The Director's report was emailed to all board members.

- Recap of Summer programs and events
- Planning of Fall 2027 Programs
- Reached out to Port Chester and Rye Brook schools to introduce our new Youth Service's Librarian, Izzy Pilares.
- September is Library Card Sign-Up month
- Attended Port Chester Day
- Submitted a quarterly report to the Planning and Development Committee
- Attended several meetings in the two communities as well as an Association Library Directors roundtable meeting.
- The new security camera system is working so well; Port Chester Police Department has used some footage to help them with investigations.

Personnel Committee: the Personnel manual has been reviewed by attorney.

Buildings, Grounds and Security Committee: Discussed Davidson Room wall repair. Edgewood Contractors has given a proposal for this. Will have a committee meeting soon.

Planning and Development Committee: The committee has received a report from Director Cotter to be integrated into the 5-year plan.

Treasurer's Report and Finance Committee Report: The operating budget was emailed to all board members. Budget is on track. An account for the gala has been set up. The audit engagement letter has been completed; there will be bi-weekly updates regarding charges throughout the audit process. Mayra has already begun uploading material/information to the portal. Barbara Goodstein reported on the investment accounts; accounts are stable at this time.

New Business: Richard Falanka let the board know that Chris Bradbury, Rye Brook Village Manager will be retiring in November of 2027. Mayra Fortes' office needs to be expanded. Will need a proposal for this project. The children's Room Circulation desk needs to be replaced as well as other needs.

There was a motion made to move into Executive Session. Motion made by Barbara Goodstein seconded, by Laura Michelle Horgan. All aye, meeting moved into Executive Session at 7:41 p.m. A motion to move out of Executive Session was made by Barbara Goodstein, seconded by Laura Michele Horgan. All aye, Executive Session ended at 7:45 p.m. and the regular meeting resumed.

A motion to adjourn was made by Carin Zakes Green seconded by Richard Falanka; all aye, meeting adjourned at 7:46 p.m.

Submitted by:

Ellen Mutino