



ROSE MEMORIAL
LIBRARY ASSOCIATION

79 East Main Street, Stony Point, NY 10980
Regular Meeting of the Board of Trustees
Wednesday, February 18, 2026
AGENDA

I. Call to Order

II. Adoption of Minutes ~

- a. January 21, 2026, Regular Monthly Meeting

III. Public Comments

IV. Finance

- a. Narrative Report: January 2026*
- b. Approval of Disbursements: January 2026*
- c. Financial Reports: January 2026*

V. Reports

- a. Director's Report: January 2026
- b. Board Committees
 - i. Marketing & Fundraising
 - ii. Facilities & Capital Projects
 - iii. Finance & Budget
 - iv. Long Range Plan Committee
 - v. Technology

VI. Old Business

- a. 117 West Main Street location timeline
- b. Discuss results of job search to date
- c. Annual Report to DLD update
- d. Annual Audit timeline
- e. Awaiting documents for annual agreement with RockWeb

VII. New Business

- a. Discuss Emergency & Safety Procedures Policy
- b. Discuss Law Enforcement Policy

VIII. Executive Session* (if necessary)

IX. Announcements

X. Adjournment

*Next scheduled Board Meeting,
March 18, 2026, 5:30pm
Kennedy Room, Rose Memorial Library*

**motion required*



ROSE MEMORIAL
LIBRARY ASSOCIATION

79 East Main Street, Stony Point, NY 10980
Regular Meeting of the Board of Trustees
Wednesday, January 21, 2026
AGENDA

- I. Call to Order**
- II. Adoption of Minutes ~**
 - a. December 17, 2025, Regular Monthly Meeting
- III. Public Comments**
- IV. Finance**
 - a. Narrative Report: December 2025*
 - b. Approval of Disbursements: December 2025*
 - c. Financial Reports: December 2025*
- V. Reports**
 - a. Director's Report: December 2025
 - b. Board Committees
 - i. Marketing & Fundraising
 - ii. Facilities & Capital Projects
 - iii. Finance & Budget
 - iv. Long Range Plan Committee
 - v. Technology
- VI. Old Business**
 - a. Guest Susan Perry, Financial Planner, BPS Financial Services
 - b. 117 West Main Street location timeline
 - c. Discuss timeline for job search
 - d. Annual Report to DLD update
 - e. Board of Trustee required annual training
 - f. Discuss signing Maintenance Agreement with RockWeb
- VII. New Business**
 - a. Complete annual Conflict of Interest Acknowledgement
 - b. Discuss NYS Library Minimum Standard Regulation Changes
 - c. Discuss Emergency & Safety Procedures Policy
 - d. Administer Oath of Office to Board of Trustees
- VIII. Executive Session* (if necessary)**
- IX. Announcements**
- X. Adjournment**

*Next scheduled Board Meeting,
February 18, 2026, 5:30pm
Kennedy Room, Rose Memorial Library*

**motion required*



Monthly Board Meeting Minutes Board of Trustees Rose Memorial Library Association January 21, 2026

January 21, 2026, meeting held for Rose Memorial Library, 5:30pm, in-person, Rose Memorial Library, Kennedy Room.

Present: Amanda Pagan-Glass, Board President; Jackie Hanley, Vice President; Christina Haigh, Secretary; Richard Eggers, Treasurer; Beth Pivovar, Trustee; Interim Director, Carole Gomez

Meeting called to order at 5:57pm by Amanda Pagan-Glass, Board President.

I. Approval of Minutes*

December 17, 2025, Monthly Meeting Minutes were reviewed. *A motion made by Dick Eggers, second by Christina Haigh, with unanimous agreement by Trustees to accept the December monthly meeting minutes.

II. Public Comments ~ No public comments

III. Financial Reports*

December 2025 Financial Narrative reviewed by Carole Gomez, RML Interim Director. All Accounts Receivable and Accounts Payable are up-to-date. RML required a transfer from the investment fund to pay regular monthly bills until the Town of Stony Point funds are received sometime in February.

The December Cash Disbursements and Financial Reports were discussed. *Amanda Pagan-Glass made a motion, second by Christina Haigh, unanimous by Trustees, to accept the Financial Narrative and Reports for the month of December.

IV. Reports ~

a. Director's Report: Carole Gomez, Interim Director.

- Customer Service remained in place despite a number of absences due to the holidays as well as illness amongst the staff.

- Dawn, our Communications Specialist, is creating a Love Your Library campaign for February to coordinate with Love Your Library month and Valentine's Day.
- Joy has moved the majority of her classes back to the Kennedy Room. Patrons are happy to be "home".
- Katie's Adult Winter Reading Program offering a prize at the end is off to a good start. She has also assisted with projects to support other Senior Staff. The Ingram book orders have started to arrive following the bankruptcy of Baker & Taylor.
- Susan spent much time ordering replacement items to complete the renovation and replacement of the Children's Room. Programming has resumed and our little patrons are excited with the newly decorated area.
- I have been working on transitioning all financials and record-keeping files from 2025 to 2026 with Katie's assist.
- The annual Berard & Associates audit is scheduled for March 10th.
- The Annual Report due to NYS has an unknown due date at this time. The NYS Department of Library Development will make a decision in the near future. I will start compiling information proactively the end of this month.

b. Board Reports

- i. Marketing & Fundraising: The Charles Eccher Park has been booked for the Summer Celebration & Summer Reading Kickoff on June 28th. A flyer is being designed to send to interested vendors.
- ii. Facilities & Capital Projects: nothing at this time.
- iii. Finance & Budgets: Total 2025 Donations total \$8,737.00 from 146 donors.
- iv. Long Range Planning: The team has started planning layouts and wish lists for the 117 West Main building while RML waits for the funds won in Proposition 2 during the 2024 General Election.
- v. Technology: Replacement of the patron computer in the Main Library with an updated model at a discounted price

VI. Old Business:

- a. Susan Perry, Financial Planner, BPS Financial Services, cancelled due to illness. She did send detailed paperwork for Dick to review and he has her contact information for any questions.
- b. The team has started planning layouts and compiling wish lists for the 117 West Main building,
- c. Amanda contacted Grace with regard to the vacant Library Director position. Grace has provided a list of needs/wants to use as a guide when creating a Job Description as well as conducting a job search.
- d. The Annual Report to the NYS Department of Library Development is temporarily postponed. The due date will be released in the near future.
- e. Each of the Trustees has received links to training information sites, My Niche Academy and LibGuides Trustees' training to complete this requirement in 2026.
- f. RockWeb has not responded as yet to the inquiry for exact financial numbers for 2026.

VII. New Business

- a. The annual Conflict of Interest Acknowledgement was completed by each of the Board members. *Christina Haigh made a motion to accept the updated Conflict of Interest Policy, second by Dick Eggers, unanimous by the Board.
- b. At the January Directors' Meeting, Grace Riario, Executive Director of RCLS, detailed NYS Library Minimum Standard Regulation changes. RML is 95% in compliance. The remaining items will be completed in the near future.
- c. The Emergency & Safety Procedures Policy will be presented at the February meeting for review.
- d. The RML Board of Trustees took the Oath of Office as well as signing their individual Oaths for the record.

VIII. Executive Session: no session.

IX. Announcements:

- a. The next meeting will be Wednesday, February 18, 2026, 5:30pm, Kennedy Room. Jackie Hanley has an excused absence.
- b. The March 18, 2026 Meeting will be held at 5:30pm in the Kennedy Room. Christina Haigh has an excused absence.

X. **Adjournment.** A *motion was made by Dick Eggers, second by Jackie Hanley, to adjourn the meeting. The meeting closed at 7:00pm with consent of all Trustees.

*The January Monthly Meeting of the Rose Memorial Library Association will be
Wednesday, February 18, 2026, 5:30pm
Kennedy Room, Rose Memorial Library.*

***Motion required**

Carole Gomez, RML Interim Director



ROSE MEMORIAL
LIBRARY ASSOCIATION

FEBRUARY 2026 BOARD MEETING FINANCIAL NARRATIVE

The financial reports for this month, posted on www.rosememoriallibrary.org, reflect income and expenses as of January 2026. As of that date, RML had on deposit in TD Bank:

| | |
|--|------------------|
| • Business Checking Account | \$ 79,807.86 |
| • Payroll Account | \$ 2,829.20 |
| • Business Savings Account: | \$ 18,018.58 |
| • UBS Financial Services as of January 31, 2026. | |
| ○ Value as of 12/31/2025 | \$....351,991.20 |
| ○ Value as of 01/31/2026 | \$ 292,951.22 |
| ○ <u>Investment Income/Loss</u> | <u>\$ 960.02</u> |

There were two payrolls in the month of January totaling \$34,115.58.

The larger expenditures include:

| | |
|---|--------------|
| Ingram Library Services (Adult Collection) | \$ 573.49) |
| EJ Subenvoll Landscaping (Salting) | \$ 400.00 |
| Town of Stony Point, Sewer Taxes | \$ 782.73 |
| Whiteman, Osterman, Hanna LLP, (retainer plus legal fees) | \$ 792.50 |
| Vizcarra Multiservices, January 2026, | \$ 1,000.00 |
| Orange & Rockland | \$ 1,322.00 |
| Frontline \$1,470 (monthly fee), FLOOD25 Replacements | \$ 2,119.99 |
| Standard Security Life Insurance Co. (NYS DI, FMLA, Life) | \$ 2,764.39 |
| American Express: High Profile Events, Adult Supplies, Adult Books, HPE Adult Winter Reading, Museum Passes, Children's Supplies, Library/Office/Custodial Supplies, Social Media, Staff Development, FLOOD25 and FLOOD Books, Cash Back (\$104.14) | \$ 4,237.66 |
| Ramapo Catskill Library System (annual & quarterly fees) | \$ 5,313.94 |
| NYS Employees Health Insurance Premiums | \$ 14,655.16 |

PROGRAMMING:

| | |
|---|-----------|
| Tina Abreu (Zumbini for Tots 2/4, 2/11, 2/18, 2/25) | \$ 520.00 |
| Lonnie Altomonti-June (yoga for Adults) | \$ 50.00 |
| | |
| | |
| | |

Rose Memorial Library Association

Cash Disbursement Report

January 2026

| DATE | NAME | AMOUNT | MEMO/DESCRIPTION |
|--|--|-------------|---|
| 1001 TD BUSINESS CHECKING | | | |
| | Beginning | | |
| | Balance | | |
| 01/09/2026 | Christina Moreno | 99.22 | Give Lively Donation |
| 01/12/2026 | Rockland Carting | (131.92) | Acct. 190708, January/February 2026 |
| 01/12/2026 | Staples | (110.40) | Account NYC1009485, Summary #1009485NYC1002290 December 2025 |
| 01/12/2026 | U.S. Bank Equipment Finance | (283.15) | Contract #500-0691759-000, Sharp BP50C31 Copier - Invoice #572879336 |
| 01/12/2026 | The Journal News Media Group #1084 | (376.85) | Acct #WT5337902; 02/01/2026--04/30/2026 Subscription |
| 01/12/2026 | OPTIMUM | (284.83) | Account #07882-391439-01-2, |
| 01/12/2026 | Vizcarra Multiservices LLC | (1,000.00) | Invoice #257, January 2026 |
| 01/12/2026 | Sharp Business Systems | (201.21) | Account #***0788, Invoice #9005631808 Billable Copies |
| 01/12/2026 | Avaya Financial Services | (89.69) | Customer #2000355809, Invoice #48379936 |
| 01/12/2026 | EJ Stubenvoll Landscaping LLC | (400.00) | December 2025 Salting |
| 01/12/2026 | Town of Stony Point - Receiver of Taxes | (782.73) | 15.19-4-61, Bill No. 005333 |
| 01/12/2026 | OverDrive, Inc. | (11.00) | Digital programming |
| 01/12/2026 | Ms. Dawn McFarland | (99.40) | 12/01/2025 Travel Reimbursement |
| 01/12/2026 | Ramapo Catskill Library System | (5,313.94) | RCLS Fees |
| 01/12/2026 | Midwest Tape LLC | (179.68) | Customer #2000001490 |
| 01/12/2026 | Frontline Data Services | (2,119.99) | Invoice #9837 |
| 01/12/2026 | Blackstone Publishing, Inc. | (34.99) | Customer ID 140854, Invoice #2221663 |
| 01/12/2026 | Pitney Bowes Global Financial Services LL | (83.33) | Acct #*****5188, lease 1/20--4/19/2026 |
| 01/12/2026 | Orange & Rockland | (1,322.00) | Account #18242-20000-6, 11/19--12/19/2025 |
| 01/12/2026 | Whiteman Osterman & Hanna LLP | (792.50) | Client #106241, Invoice #809887, Invoice #831935 |
| 01/12/2026 | Veolia Water New York Inc. | (33.44) | Account #*****0000, 12/04--01/05/2026 |
| 01/12/2026 | | (17,250.00) | Payroll Period Ending 01/10/2026 |
| 01/14/2026 | NYS EMPLOYEES' HEALTH INSURANCE PENDING ACCOUNT | (14,655.16) | PA000514, Statement #626 |
| 01/15/2026 | Pitney Bowes - Reserve Account | (125.00) | Pitney Bowes Reserve Account |
| 01/20/2026 | | 942.41 | Weekly Revenues 12/29, 01/05, 01/12 |
| 01/21/2026 | American Express | (3,918.08) | January Amex Invoice (Amazon & Credit Cards) |
| 01/21/2026 | Ingram Library Services | (573.49) | Account #20R3845 |
| 01/21/2026 | OverDrive, Inc. | (107.49) | Digital programming |
| 01/21/2026 | Lonnie C Altomonte-June | (50.00) | Yoga/Meditation -February 2026 |
| 01/21/2026 | Tina Abreu | (520.00) | Zumbini for Tots 02/04, 02/11, 02/18, 02/25 @\$130 |
| 01/21/2026 | Standard Security Life Insurance Company | (2,764.39) | Policyholder #R11206-000 |
| 01/21/2026 | Bonacci, Peter & Frances | 148.60 | Donation |
| 01/21/2026 | | 60,000.00 | Transfer from short-term investment for regular expenses |
| 01/22/2026 | TD Bank | (15.00) | Wire Transfer |
| 01/23/2026 | | (18,000.00) | Payroll Period Ending 01/24/2026 |
| 01/27/2026 | Clarence Pitt | 23.79 | Give Lively Donation |
| 01/30/2026 | | 3.37 | Interest Earned |
| Total for 1001 TD BUSINESS CHECKING | | | \$ |

Rose Memorial Library Association

Cash Disbursement Report

January 2026

| DATE | NAME | AMOUNT | MEMO/DESCRIPTION |
|------|------|-------------|------------------|
| | | (10,412.27) | |

Rose Memorial Library Association

Profit & Loss

January 2026

| | TOTAL |
|-------------------------------------|-----------------------|
| Income | |
| 4014 Fundraising Income - Appeal | 273.36 |
| 4015 Investment Income | 963.70 |
| 4016 Gifts and Donations | 104.14 |
| 4032 Other Income | 940.66 |
| Total Income | \$2,281.86 |
| GROSS PROFIT | \$2,281.86 |
| Expenses | |
| 6001 Salaries | 34,115.58 |
| 6002 Benefits | 6,194.95 |
| 6007 Office Postage | 125.00 |
| 6009 Legal | 792.50 |
| 6010 Repairs and Maintenance | 1,702.54 |
| 6011 Health Insurance Premiums Paid | 12,592.28 |
| 6015 Telecommunications | 284.83 |
| 6017 Utilities | 1,355.44 |
| 6019 Dues/Fees | 15.00 |
| 6028 Sewer Taxes | 782.73 |
| 6032 RCLS ILS Service Fee | 2,032.50 |
| 6034 Software Licensing Fees | 43.44 |
| 6045 Advertising and Promotion | 69.00 |
| 6050 RCLS Service Fee | 2,308.00 |
| 6051 Computer Technical Support | 1,470.00 |
| 6101 Capital Expenditures | 3,729.81 |
| 6125 Serials | 376.85 |
| 6200 Programs ~ High Profile Events | 1,157.18 |
| 6300 Supplies | 1,484.73 |
| 8500 Misc expenses | 1,235.30 |
| Total Expenses | \$71,867.66 |
| NET OPERATING INCOME | \$ (69,585.80) |
| Other Expenses | |
| 6800 Net Payroll | 0.00 |
| Total Other Expenses | \$0.00 |
| NET OTHER INCOME | \$0.00 |
| NET INCOME | \$ (69,585.80) |

Rose Memorial Library

Profit & Loss by Month

January 2026

| | | TOTAL | |
|-------------------------------------|----------------------|----------------------|----------------------|
| | | JAN 2026 | JAN 2026 (YTD) |
| | | | JAN 2025 (PY YTD) |
| Income | | | |
| 4014 Fundraising Income - Appeal | 273.36 | 273.36 | 123.84 |
| 4015 Investment Income | 963.70 | 963.70 | 1,605.62 |
| 4016 Gifts and Donations | 104.14 | 104.14 | 0.30 |
| 4031 Library Charges | | | 20.00 |
| 4032 Other Income | 940.66 | 940.66 | 75.65 |
| Total Income | \$2,281.86 | \$2,281.86 | \$1,825.41 |
| GROSS PROFIT | \$2,281.86 | \$2,281.86 | \$1,825.41 |
| Expenses | | | |
| 6001 Salaries | 34,115.58 | 34,115.58 | 37,397.33 |
| 6002 Benefits | 6,194.95 | 6,194.95 | 6,641.34 |
| 6007 Office Postage | 125.00 | 125.00 | 475.00 |
| 6009 Legal | 792.50 | 792.50 | 1,535.00 |
| 6010 Repairs and Maintenance | 1,702.54 | 1,702.54 | 2,862.37 |
| 6011 Health Insurance Premiums Paid | 12,592.28 | 12,592.28 | |
| 6015 Telecommunications | 284.83 | 284.83 | 509.92 |
| 6017 Utilities | 1,355.44 | 1,355.44 | 2,463.84 |
| 6019 Dues/Fees | 15.00 | 15.00 | |
| 6028 Sewer Taxes | 782.73 | 782.73 | 875.35 |
| 6032 RCLS ILS Service Fee | 2,032.50 | 2,032.50 | 2,182.50 |
| 6034 Software Licensing Fees | 43.44 | 43.44 | 52.20 |
| 6035 Newsletters | | | 2,599.00 |
| 6045 Advertising and Promotion | 69.00 | 69.00 | 112.27 |
| 6050 RCLS Service Fee | 2,308.00 | 2,308.00 | 2,236.00 |
| 6051 Computer Technical Support | 1,470.00 | 1,470.00 | 1,470.00 |
| 6101 Capital Expenditures | 3,729.81 | 3,729.81 | 4,237.42 |
| 6125 Serials | 376.85 | 376.85 | 478.03 |
| 6200 Programs ~ High Profile Events | 1,157.18 | 1,157.18 | 1,584.24 |
| 6300 Supplies | 1,484.73 | 1,484.73 | 773.98 |
| 8500 Misc expenses | 1,235.30 | 1,235.30 | 819.32 |
| Total Expenses | \$71,867.66 | \$71,867.66 | \$69,305.11 |
| NET OPERATING INCOME | \$ -69,585.80 | \$ -69,585.80 | \$ -67,479.70 |
| Other Expenses | | | |
| 6800 Net Payroll | 0.00 | 0.00 | 0.00 |
| Total Other Expenses | \$0.00 | \$0.00 | \$0.00 |
| NET OTHER INCOME | \$0.00 | \$0.00 | \$0.00 |
| NET INCOME | \$ -69,585.80 | \$ -69,585.80 | \$ -67,479.70 |

Rose Memorial Library Association

Profit & Loss Prev Year Comparison

January 2026

| | TOTAL | | | |
|-------------------------------------|----------------------|----------------------|---------------------|----------------|
| | JAN 2026 | JAN 2025 (PY) | CHANGE | % CHANGE |
| Income | | | | |
| 4014 Fundraising Income - Appeal | 273.36 | 123.84 | 149.52 | 120.74 % |
| 4015 Investment Income | 963.70 | 1,605.62 | -641.92 | -39.98 % |
| 4016 Gifts and Donations | 104.14 | 0.30 | 103.84 | 34,613.33 % |
| 4031 Library Charges | 0.00 | 20.00 | -20.00 | -100.00 % |
| 4032 Other Income | 940.66 | 75.65 | 865.01 | 1,143.44 % |
| Total Income | \$2,281.86 | \$1,825.41 | \$456.45 | 25.01 % |
| GROSS PROFIT | \$2,281.86 | \$1,825.41 | \$456.45 | 25.01 % |
| Expenses | | | | |
| 6001 Salaries | 34,115.58 | 37,397.33 | -3,281.75 | -8.78 % |
| 6002 Benefits | 6,194.95 | 6,641.34 | -446.39 | -6.72 % |
| 6007 Office Postage | 125.00 | 475.00 | -350.00 | -73.68 % |
| 6009 Legal | 792.50 | 1,535.00 | -742.50 | -48.37 % |
| 6010 Repairs and Maintenance | 1,702.54 | 2,862.37 | -1,159.83 | -40.52 % |
| 6011 Health Insurance Premiums Paid | 12,592.28 | 0.00 | 12,592.28 | |
| 6015 Telecommunications | 284.83 | 509.92 | -225.09 | -44.14 % |
| 6017 Utilities | 1,355.44 | 2,463.84 | -1,108.40 | -44.99 % |
| 6019 Dues/Fees | 15.00 | 0.00 | 15.00 | |
| 6028 Sewer Taxes | 782.73 | 875.35 | -92.62 | -10.58 % |
| 6032 RCLS ILS Service Fee | 2,032.50 | 2,182.50 | -150.00 | -6.87 % |
| 6034 Software Licensing Fees | 43.44 | 52.20 | -8.76 | -16.78 % |
| 6035 Newsletters | 0.00 | 2,599.00 | -2,599.00 | -100.00 % |
| 6045 Advertising and Promotion | 69.00 | 112.27 | -43.27 | -38.54 % |
| 6050 RCLS Service Fee | 2,308.00 | 2,236.00 | 72.00 | 3.22 % |
| 6051 Computer Technical Support | 1,470.00 | 1,470.00 | 0.00 | 0.00 % |
| 6101 Capital Expenditures | 3,729.81 | 4,237.42 | -507.61 | -11.98 % |
| 6125 Serials | 376.85 | 478.03 | -101.18 | -21.17 % |
| 6200 Programs ~ High Profile Events | 1,157.18 | 1,584.24 | -427.06 | -26.96 % |
| 6300 Supplies | 1,484.73 | 773.98 | 710.75 | 91.83 % |
| 8500 Misc expenses | 1,235.30 | 819.32 | 415.98 | 50.77 % |
| Total Expenses | \$71,867.66 | \$69,305.11 | \$2,562.55 | 3.70 % |
| NET OPERATING INCOME | \$ -69,585.80 | \$ -67,479.70 | \$ -2,106.10 | -3.12 % |
| Other Expenses | | | | |
| 6800 Net Payroll | 0.00 | 0.00 | 0.00 | |
| Total Other Expenses | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| NET OTHER INCOME | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| NET INCOME | \$ -69,585.80 | \$ -67,479.70 | \$ -2,106.10 | -3.12 % |



February 18, 2026 Board Report

Carole Gomez, Interim Director

- January was a very snowy month. RML was closed three days and late-openings on two additional days. Thank you to E.J. Stubenvoll Landscaping for the amazing plowing and snow removal as well as salting ensuring the safety of staff and patrons.
- Our numbers have increased almost back to pre-water main break and taking into consideration the weather.
- The Annual Audit by Berard & Associates is now scheduled for March 3rd. I have already begun to upload requested information to the shared portal.
- The NYS Annual Report is delayed because of the Baker & Taylor bankruptcy. It will be rescheduled as soon as the DLD sends out the logins. According to RCLS, this will happen shortly.
- Dawn, our Communications Specialist, has been successful in keeping the public informed with regular updates on Facebook, Instagram and our website. She also created the Love Your Library campaign for the month of February. The Board approved a \$275 annual subscription to WeVideo for 2026. However, Dawn discovered that Canva (free through RCLS) has a similar option. She is taking the tutorials.
- Despite the weather, Joy's classes are more popular than ever. She has moved Watercolors and Mahjong back to the Kennedy Room.
- Susan needed some additional personal time. RML has provided Take & Make crafts for children to enjoy at home. Zumbini is happening throughout February and Susan has scheduled Itty-Bitty Playdate for little ones who do not attend daycare. The team is tackling some larger projects to keep Children's running smoothly.
- Katie has absorbed several additional responsibilities that coordinate with her position. She has provided book displays coordinating with monthly themes such as Black History Month, Super Bowl, Valentine's Day, Love Your Library Month, etc. Katie is assisting with the Children's projects in Susan's Absence.
- It has been our goal to demonstrate resilience and stay in the public eye. There are three Stony Point PAL events available for 2026 participation.
- The Senior Staff has begun to plan the 2026 Summer Celebration and Summer Reading Kick-Off. The date is June 28th; Susan has reached out to book Bubble Bus early, the Certificate of Insurance is in place, Dawn has advertising ideas and the park has been secured.

Director of Operations

- Total for 2026, RML has received \$550.00 from 4 donors. There is a Thank You To All Donors page on the website and they receive letters for tax purposes.
- Rose Memorial Library has 3,149 registered patrons end of January.
- Fifteen (15) new cards were issued in January.
- In January, 1,264 in person as numbers increased despite the snow days in the mix.
- January circulation continues to increase and was nearly equal to January of 2025.
- Books By Mail Outreach program was utilized by two patrons.
- Monthly use of RML computer services has resumed and we provided patrons with a new public computer.
- There were six (6) requests for Notary services. Katie took the class and the test. She has her License number from NYS and is awaiting her equipment.
- Rose Memorial Library continues to offer Proctoring services to several school/training programs: Stanford University, Quinnipiac University, Tulane University, Real Estate University and Pro-Career Center

Katherine Coulter, Adult Collections Librarian & Circulation Supervisor

- All new adult materials have been ordered on the normal schedule. Books are still being supplemented by Amazon until Ingram returns to a normal shipment schedule, which they advertised would be sometime in mid-March.
- The Love Your Library campaign was developed, I helped print and wrap all of the labels on the chocolates that show patrons all our services.
- I printed the order sheets and input all expenditures into an excel sheet for our Amazon replacement orders for the flood in order to submit to insurance to issue the recoverable depreciation refund for our expenses.
- I met with the local historical society, who want to merge with us in the new building. They have many important and interesting local artifacts in their collection, and would be in charge of maintaining them. They asked that all cabinetry and the door to the local history room would have to lock to protect the artifacts. I had also suggested they could host a history lecture once or twice a quarter, in lieu of rent if that is a question, as they are currently paying rent to the Tomkins Cove Library.

Susan Babcock, Children's Services (submitted by Carole Gomez)

- We had to cancel a few activities as a result of closings for the weather.
- Take & Make Crafts were provided for pick-up for those days schools were closed in January.
- Susan has continued to order items for the Play Area in the Children's Room.
- The Itty-Bitty Playdate is scheduled for Mondays in February allowing children who do not attend daycare to socialize, do a craft and play.
- Zumbini is scheduled for Wednesdays throughout February. It is always packed with children enjoying Miss Tina.
- A Weeding Project is being done by the team to remove older books and allow space for the replacement items.

Joy Buckhout, Adult Programming & Outreach Coordinator

- In January, we had 288 patrons attending 29 in-person programs.
- We will no longer have programs at the STONY POINT AMBULANCE CORPS. A Huge Thank You to them for supporting us during the flood!
- We are alternating our monthly weeknight Paint & Sips between The Round Table Brewery and the Stony Point Brewing Company. We are grateful for these local alliances.
- The 2026 Book Club list is out as well as selections & meeting places for our Genre Book Clubs up until April. Both are available on our website and as handouts at the library.
 - We have 4 Genre Book Clubs: [**MYSTERY**: Mystery/Thriller/True Crime; **SCI FI**: Science Fiction/Fantasy/Dystopian; **NON-FICTION**: Non-Fiction/Biography/Memoir; **FICTION**: Fiction/Classics/Historical Fiction]. We rotate genres and meet once a month on a Thursday evening at 6pm, at a local restaurant. Interested patrons should request to be put on the email list for updates on titles and dates for events. You can also learn more on our website at: <https://www.rosememoriallibrary.org/book-discussion-groups/>
- We are offering a Monthly Movie on Saturday afternoons up at Patriot Hills. We will continue to focus on documentaries. Next month, for March (Women's History Month), we are doing a Double Feature:
 - **Daring Women Doctors: Physicians in the 19th Century** [2020, 54min]
 - **Chisholm '72: Unbought & Unbossed: The First Black Woman to Run for President** [2004, 1hr 16min]
- Chair Yoga is still going strong up at Patriot Hills, but Gentle Yoga has been put on "Pause" through the Winter Months. We intend to bring it back in the Spring.
- We are having steady and increasing interest for Mahjong, which we have moved to the library on Fridays, from 10:30am-2pm.
- We have a Local History Lecture coming up on February 28th (2-4pm) at the Pyngyp Schoolhouse: **Anthony Wayne: The Scandals & Redemption of an American Icon, presented by Joseph Amster**.
- We have a Basket Weaving Workshop coming up March 28th (10am-4pm) at Patriot Hills.
- We are looking into doing a Murder Mystery dinner at a local Italian restaurant in the coming months.
- We are looking into getting someone to teach either Canasta &/or Backgammon.
- We will be partnering with the Office for the Aging to provide a presentation as well as "office hours" for seniors to be advised of resources that are available to them in the County.
- We will be looking into programs through Cornell Cooperative to provide gardening information in the next few months.

Dawn McFarland, Communications Specialist

- I have been busy managing my time and have been able to allocate some time for social media.
- I created a 'reel' on FB for children's programs.
- I added a FB event for adult programming.
- February is Love Your Library month. I created a "Love Your Library" campaign with the help and support of Carole, Susan, Katie, and all of the RML staff.
- I sent out email blasts for Youth Programming, Adult Programming and Fresh Off the Press.
- I plan to learn the video editing software on Canva to create videos. Carole has included money in the budget for WeVideo if I cannot master it.
- We spoke about creating a YouTube channel for the library, and everyone agrees that this should come to fruition. I am going to start to build the channel in the upcoming months.
- I would like to include video updates (if possible), on the progress of the new building. In order for me to do this, I will have to have someone take short videos and pictures as the work is being done.

LIBRARY STATISTICS

| | January | | February | | March | | April | | May | | June | |
|--------------------------------------|---------|-------|----------|-------|-------|-------|-------|-------|--------|--------|-------|--------|
| | 2025 | YTD | 2026 | YTD | 2025 | YTD | 2026 | YTD | 2025 | YTD | 2026 | YTD |
| Registered Users (purged by RCLS) | 3,441 | n/a | 3,149 | n/a | 3,462 | n/a | 3,996 | n/a | 2,950* | n/a | 2,973 | n/a |
| New Cards | 28 | 28 | 15 | 15 | 14 | 42 | 42 | 84 | 28 | 112 | 24 | 136 |
| Library Visitors | 1,496 | 1,496 | 1,264 | 1,264 | 1,657 | 3,153 | 2,006 | 5,159 | 1,701 | 6,860 | 1,630 | 8,080 |
| Public Computer Sessions | 33 | 33 | 23 | 23 | 48 | 81 | 45 | 126 | 56 | 182 | 36 | 218 |
| Notary Services | 9 | 9 | 6 | 6 | 4 | 13 | 8 | 21 | 6 | 27 | 9 | 36 |
| Books By Mail Outreach | 4 | 4 | 2 | 2 | 4 | 8 | 3 | 11 | 0 | 11 | 8 | 19 |
| Web Analytics | | | | | | | | | | | | |
| Visitors | 695 | 695 | 1,942 | 1,942 | 759 | 1,454 | 895 | 2,349 | 912 | 3,261 | 805 | 4,066 |
| Number of Visits | 1,417 | 1,417 | 2,619 | 2,619 | 1,485 | 2,902 | 1,645 | 4,547 | 1,599 | 6,146 | 1,505 | 7,651 |
| Page Views | 2,419 | 2,419 | 3,642 | 3,642 | 2,435 | 4,854 | 2,767 | 7,621 | 2,591 | 10,312 | 2,412 | 12,724 |

PROGRAMS

| | July | | August | | September | | October | | November | | December | |
|--------------------------|-------------|--------|--------|-----|-----------|--------|--------------|--------|-----------|--------|----------|--------|
| | 2025 | YTD | 2026 | YTD | 2025 | YTD | 2026 | YTD | 2025 | YTD | 2026 | YTD |
| Registered Users | 3,037 | n/a | 3,062 | n/a | 3,087 | n/a | 3,102 | n/a | 3,122 | n/a | 3,139 | n/a |
| New Cards | 42 | 42 | 204 | | 25 | 229 | 22* | 251 | 18* | 269 | 17 | 286 |
| Library Visitors | 1,878 | 11,966 | | | 1,812 | 13,778 | 1,393* | 15,171 | 691* | 15,862 | 945* | 16,807 |
| Public Computer Sessions | 29 | 290 | | | 41 | 331 | 31* | 362 | 0* | 362* | 0* | 375 |
| Notary Services | 13 | 60 | | | 12 | 72 | 6* | 78 | 5* | 83 | 17 | 100 |
| Books By Mail Outreach | 0 | 22 | | | 4 | 26 | 7 | 33 | 4 | 37 | 5 | 42 |
| Web Analytics | | | | | | | | | | | | |
| Visitors | 856 | 5,933 | | | 879 | 6,812 | 839 | 7,651 | 1,148 | 8,799 | 1,112 | 9,911 |
| Number of Visits | 1,667 | 11,149 | | | 1,683 | 12,832 | 1,606 | 14,438 | 1,930 | 16,368 | 1,763 | 18,131 |
| Page Views | 2,889 | 18,492 | | | 2,608 | 21,100 | 2,540 | 23,640 | 2,917 | 26,557 | 2,898 | 29,455 |
| | | | | | | | | | | | | |
| | #RCLS Purge | | #FLOOD | | #REPAIR | | #RESTORATION | | REOPENING | | | |
| | | | | | | | | | | | | |
| PROGRAMS | | | | | | | | | | | | |
| ADULT | | | | | | | | | | | | |
| Number of Programs | 31 | 205 | | | 27 | 232 | 26 | 258 | 31 | 289 | 26 | 315 |
| Attendance | 275 | 1,669 | | | 208 | 1,877 | 223 | 2,100 | 266 | 2,366 | 240 | 2,606 |
| CHILDREN'S | | | | | | | | | | | | |
| Number of Programs | 26 | 66 | | | 10 | 76 | 9 | 85 | 8** | 93 | 7 | 100 |
| Attendance | 1,017 | 1,822 | | | 212 | 2,038 | 157 | 2,191 | 172 | 2,363 | 119 | 2,482 |
| TEEN/YOUNG ADULT | | | | | | | | | | | | |
| Number of Programs | 6 | 9 | | | 4 | 13 | 0 | 13 | 1 | 14 | 0 | 14 |
| Attendance | 56 | 86 | | | 32 | 118 | 0 | 118 | 0 | 126 | 0 | 126 |

RML CIRCULATION STATISTICS

| | January | February | March | April | May | June | July | August | September | October | November | December |
|--------------------------------|------------|------------|------------|-------------|------------|------------|------------|------------|-------------|------------|------------|------------|
| | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 |
| Adult Collection | | | | | | | | | | | | |
| Fiction Books | 285 | 220 | 286 | 296 | 290 | 343 | 290 | 275 | 330 | 234 | 38 | 138 |
| New Fiction | 91 | 114 | 98 | 96 | 79 | 87 | 128 | 140 | 174 | 87 | 36 | 98 |
| Express Books | 51 | 16 | 30 | 25 | 29 | 38 | 14 | 21 | 22 | 16 | 1 | 13 |
| Large Print Books | 127 | 124 | 120 | 159 | 137 | 163 | 157 | 188 | 134 | 136 | 43 | 51 |
| Non Fiction Books | 182 | 111 | 148 | 161 | 156 | 143 | 110 | 159 | 152 | 149 | 43 | 85 |
| Graphic Books | 4 | 0 | 0 | 0 | 3 | 0 | 1 | 4 | 12 | 3 | 3 | 4 |
| Total/Adult Books | 740 | 585 | 682 | 737 | 694 | 774 | 700 | 787 | 824 | 625 | 164 | 389 |
| CD//Audio | 29 | 10 | 27 | 20 | 12 | 34 | 27 | 16 | 22 | 21 | 0 | 8 |
| DVD | 182 | 118 | 171 | 244 | 198 | 146 | 155 | 148 | 122 | 130 | 20 | 84 |
| Miscellaneous (equip. plus) | 2 | 0 | 0 | 0 | 5 | 1 | 4 | 0 | 2 | 3 | 0 | 0 |
| Periodicals | 39 | 68 | 46 | 69 | 30 | 24 | 29 | 38 | 64 | 48 | 22 | 17 |
| TOTAL Adult Circulation | 992 | 781 | 926 | 1070 | 939 | 979 | 915 | 989 | 1034 | 827 | 208 | 498 |

| | January | February | March | April | May | June | July | August | September | October | November | December |
|-----------------------------------|------------|------------|------------|-------------|-------------|------------|------------|-------------|-------------|------------|-----------|------------|
| | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 |
| Juvenile Collection | | | | | | | | | | | | |
| Fiction Books (+New) | 540 | 623 | 605 | 765 | 765 | 567 | 482 | 867 | 887 | 643 | 46 | 89 |
| Non-Fiction Books (+New) | 68 | 74 | 100 | 158 | 137 | 9 | 9 | 176 | 163 | 64 | 2 | 234 |
| Graphic Books (+New) | 72 | 88 | 121 | 170 | 159 | 166 | 113 | 263 | 222 | 20 | 22 | 21 |
| Vox Books | 26 | 9 | 50 | 39 | 13 | 15 | 43 | 26 | 7 | 3 | 15 | 17 |
| Total Juvenile Books | 706 | 794 | 876 | 1132 | 1074 | 882 | 619 | 1349 | 1298 | 849 | 71 | 299 |
| CD//Audio | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| DVD | 20 | 32 | 52 | 16 | 23 | 14 | 9 | 52 | 70 | 52 | 2 | 36 |
| Miscellaneous (kits plus) | 0 | 1 | 3 | 4 | 3 | 1 | 0 | 1 | 0 | 0 | 0 | 0 |
| Periodicals | 0 | 0 | 5 | 2 | 4 | 0 | 0 | 2 | 0 | 0 | 0 | 2 |
| TOTAL Juvenile Circulation | 726 | 827 | 939 | 1154 | 1105 | 899 | 629 | 1401 | 1371 | 901 | 73 | 337 |

| | January | February | March | April | May | June | July | August | September | October | November | December |
|--------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|------------|------------|
| | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 | 2025 | 2026 |
| YA Collection | | | | | | | | | | | | |
| Fiction Books | 40 | 21 | 25 | 44 | 34 | 44 | 33 | 39 | 39 | 46 | 0 | 20 |
| Non-Fiction Books | 6 | 2 | 0 | 3 | 3 | 6 | 1 | 2 | 1 | 4 | 1 | 10 |
| New Books | 0 | 0 | 0 | 6 | 6 | 3 | 0 | 3 | 1 | 0 | 0 | 1 |
| Graphic Books | 5 | 1 | 13 | 38 | 23 | 34 | 35 | 18 | 42 | 17 | 0 | 4 |
| Total YA Books | 51 | 24 | 38 | 85 | 66 | 87 | 69 | 62 | 83 | 68 | 1 | 26 |
| CD//Audio | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| DVD | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 |
| Miscellaneous | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL YA Circulation | 51 | 24 | 38 | 85 | 66 | 87 | 69 | 62 | 83 | 70 | 1 | 16 |
| GRAND TOTAL | | | | | | | | | | | | |
| All Books | 1497 | 1403 | 1596 | 1954 | 1834 | 1743 | 1383 | 2198 | 2205 | 1542 | 237 | 565 |
| All AV | 231 | 160 | 253 | 280 | 233 | 194 | 191 | 216 | 214 | 205 | 22 | 92 |
| Periodicals | 39 | 68 | 51 | 71 | 34 | 24 | 29 | 38 | 66 | 48 | 22 | 17 |
| Games | 4 | 3 | 16 | 19 | 30 | 20 | 10 | 26 | 16 | 1 | 4 | 5 |
| Miscellaneous | 2 | 1 | 3 | 4 | 9 | 4 | 5 | 0 | 3 | 3 | 0 | 0 |
| TOTAL CIRCULATION | 1773 | 1635 | 1919 | 2328 | 2140 | 1985 | 1623 | 2478 | 2504 | 1799 | 282 | 678 |
| GRAND TOTAL | | | | | | | | | | | | |
| Games - Adult | 0 | 1 | 4 | 1 | 19 | 3 | 1 | 5 | 2 | 1 | 0 | 0 |
| Games - Young Adult | 0 | 2 | 12 | 18 | 11 | 16 | 9 | 21 | 13 | 0 | 1 | 4 |
| Games - Children | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 |
| TOTAL Games Circulation | 4 | 3 | 16 | 19 | 30 | 20 | 10 | 26 | 16 | 1 | 4 | 2 |
| GRAND TOTAL | | | | | | | | | | | | |
| All Books | 1497 | 1403 | 1596 | 1954 | 1834 | 1743 | 1383 | 2198 | 2205 | 1542 | 237 | 565 |
| All AV | 231 | 160 | 253 | 280 | 233 | 194 | 191 | 216 | 214 | 205 | 22 | 92 |
| Periodicals | 39 | 68 | 51 | 71 | 34 | 24 | 29 | 38 | 66 | 48 | 22 | 17 |
| Games | 4 | 3 | 16 | 19 | 30 | 20 | 10 | 26 | 16 | 1 | 4 | 5 |
| Miscellaneous | 2 | 1 | 3 | 4 | 9 | 4 | 5 | 0 | 3 | 3 | 0 | 0 |
| TOTAL CIRCULATION | 1773 | 1635 | 1919 | 2328 | 2140 | 1985 | 1623 | 2478 | 2504 | 1799 | 282 | 678 |
| GRAND TOTAL | | | | | | | | | | | | |
| Games - Adult | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Games - Young Adult | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Games - Children | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL Games Circulation | 4 | 3 | 16 | 19 | 30 | 20 | 10 | 26 | 16 | 1 | 4 | 5 |
| GRAND TOTAL | | | | | | | | | | | | |
| All Books | 1497 | 1403 | 1596 | 1954 | 1834 | 1743 | 1383 | 2198 | 2205 | 1542 | 237 | 565 |
| All AV | 231 | 160 | 253 | 280 | 233 | 194 | 191 | 216 | 214 | 205 | 22 | 92 |
| Periodicals | 39 | 68 | 51 | 71 | 34 | 24 | 29 | 38 | 66 | 48 | 22 | 17 |
| Games | 4 | 3 | 16 | 19 | 30 | 20 | 10 | 26 | 16 | 1 | 4 | 5 |
| Miscellaneous | 2 | 1 | 3 | 4 | 9 | 4 | 5 | 0 | 3 | 3 | 0 | 0 |
| TOTAL CIRCULATION | 1773 | 1635 | 1919 | 2328 | 2140 | 1985 | 1623 | 2478 | 2504 | 1799 | 282 | 678 |
| GRAND TOTAL | | | | | | | | | | | | |
| Games - Adult | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Games - Young Adult | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Games - Children | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL Games Circulation | 4 | 3 | 16 | 19 | 30 | 20 | 10 | 26 | 16 | 1 | 4 | 5 |
| GRAND TOTAL | | | | | | | | | | | | |
| All Books | 1497 | 1403 | 1596 | 1954 | 1834 | 1743 | 1383 | 2198 | 2205 | 1542 | 237 | 565 |
| All AV | 231 | 160 | 253 | 280 | 233 | 194 | 191 | 216 | 214 | 205 | 22 | 92 |
| Periodicals | 39 | 68 | 51 | 71 | 34 | 24 | 29 | 38 | 66 | 48 | 22 | 17 |
| Games | 4 | 3 | 16 | 19 | 30 | 20 | 10 | 26 | 16 | 1 | 4 | 5 |
| Miscellaneous | 2 | 1 | 3 | 4 | 9 | 4 | 5 | 0 | 3 | 3 | 0 | 0 |
| TOTAL CIRCULATION | 1773 | 1635 | 1919 | 2328 | 2140 | 1985 | 1623 | 2478 | 2504 | 1799 | 282 | 678 |
| GRAND TOTAL | | | | | | | | | | | | |
| Games - Adult | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Games - Young Adult | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Games - Children | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL Games Circulation | 4 | 3 | 16 | 19 | 30 | 20 | 10 | 26 | 16 | 1 | 4 | 5 |
| GRAND TOTAL | | | | | | | | | | | | |
| All Books | 1497 | 1403 | 1596 | 1954 | 1834 | 1743 | 1383 | 2198 | 2205 | 1542 | 237 | 565 |
| All AV | 231 | 160 | 253 | 280 | 233 | 194 | 191 | 216 | 214 | 205 | 22 | 92 |
| Periodicals | 39 | 68 | 51 | 71 | 34 | 24 | 29 | 38 | 66 | 48 | 22 | 17 |
| Games | 4 | 3 | 16 | 19 | 30 | 20 | 10 | 26 | 16 | 1 | 4 | 5 |
| Miscellaneous | 2 | 1 | 3 | 4 | 9 | 4 | 5 | 0 | 3 | 3 | 0 | 0</td |