

# MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES QUOGUE LIBRARY

Friday, January 23, 2026

Held in the Quogue Library Board Room, including a Zoom option

The meeting commenced at 8:07am

The following Trustees were present:

Attending:

Mark Carbone	Rich Petrocelli
Geoff Chepica	Mya Ryvicker
Meredith Imber	Barbara Sartorius
Kathy Lomas	Anthony Veziris

Susan McKenna, Library Managing Director,

Absent: Wendy Cutler and Phillip McAuliffe

**PUBLIC ATTENDANCE:** None

<b>MINUTES:</b> 9/19/2025	Motion to approve minutes:	Barbara Sartorius
	Second:	Kathy Lomas
	Approved:	Unanimously

**TREASURER'S REPORT: Rich Petrocelli**

No update

**MANAGER'S REPORT:**

- a) East Quogue Patron Funds increased from budgeted \$122,000 to \$236,000 in 2025-26.
- b) A power surge knocked out the security system resulting in an excess expense of \$2,800.
- c) A leak in the irrigation system resulted in \$1,700 in excess expense.
- d) The 2025 annual appeal surpassed 2024 by \$4,800. For the first time mailings were sent to all Quogue boxholders
- e) The New York State report deadline was postponed until 4/1/26.
- f) The Newsletter is being revamped to reflect more of a magazine style.
- g) The Business Assistant Job is filled.

Year End Statistics:

1. Decrease of 1% in visits to the Quogue Library from 2024 vs 2025.
2. Increase of 67% in program registrations from 2024 vs 2025.
3. Increase of 19% in patron reservations from 2024 vs 2025.
4. Decrease of 8% in card holders from 2024 vs 2025.
5. Increase of 156% in reference questions and assistance from 2024 vs 2025.
6. Decrease of 11% in new items from 2024 vs 2025.
7. Increase of 64% in digital services from 2024 vs 2025.
8. Increase of 50% in Parish Art Museum pass usage from 2024 vs 2025.
9. Increase of 361% in materials circulation from 2024 vs 2025.

10. Increase of 29% in tech program attendance from 2024 vs 2025.
11. Increase of 55% in program and meeting room use from 2024 vs 2025.
12. Increase of 32% in overall youth and family service program attendance from 2024 vs 2025.
13. Increase of 32% in overall youth and family service program attendance

Programming:

- 1) Groundhog Day is Monday February 2<sup>nd</sup> at 3:00-5:00pm.

Building and Grounds:

- 1) The porch weatherization is complete.
- 2) The second-floor construction is waiting for the office door to continue work.

Marketing:

The Quogue Library newsletter is being revised to reflect a magazine style.

New Business:

NYS mandated annual Trustee training must be completed by year end.

Unfinished Business:

- 1)Shinnecock Room surround sound issue is being finalized.
- 2) Capex figures for last 3 years are being compiled.

Finished Business:

- 1)The staff emergency preparedness training is completed.
- 2) The 2026 NYS mandated sexual harassment prevention training is complete.

The meeting was adjourned at 8:41am

Respectfully submitted:

Mark Carbone