

VALLEY COTTAGE LIBRARY

110 Route 303, Valley Cottage, New York 10989 • 845.268.7700 • www.valleycottagelibrary.org

Director's Report December 2025

Holiday Craft Fair

The library hosted the annual Holiday Craft Fair on Saturday, December 6th. Once again the place was bustling with activity. There was a wonderfully curated selection of vendors showcasing their talents on their homemade wares alongside enthusiastic shoppers. The afternoon featured music and the place was filled with a festive atmosphere.

Facility

Rooftop insulation work was completed on December 5.

Additional signage was secured to better highlight collections that were more recently relocated – board games and the adult graphic novels.

VCL Strategic Plan 2024-2027 Two: Rethink and repurpose the physical space

VCL Strategic Plan 2024-2027 Goal Four: Plan for the next generations

Staffing

Interviews for the PT Custodian position are scheduled for the week of December 15. Our larger events such as the Holiday Craft Fair re-emphasize the need for this position to allow for a second set of hands to move furniture around the library.

Administrative work

Annual Association Meeting legal notice has been secured to run on January 7, 2026 which is two weeks ahead of the meeting date on January 21.

The library's bookkeeper and I have been working with our new partners at Dunbar & Associates to prepare the annual election forms and disclosures to distribute to the staff prior to year end.

VCL Strategic Plan 2024-2027 Goal Four: Plan for the next generations

Annual Appeal/Donations

Donations continue to arrive in response to our letter sent to residents. The appeal will also be published in the Winter Newsletter for the first time this year.

Along with the streamlined annual appeal process, a 'Donate' page was added to our website to gather and promote the various ways to donate to VCL. After fielding questions from people interested in donating, it was clear a single repository resource would be helpful. With help from former staffer, Sean Antonucci on the Eleanor Byrne research, and Ashley Maraffino in developing the webpage, the [Donate page](#) is now live offering traditional donations, bookplate donations, and Eleanor Byrne garden donations. On a related note, a 1975 plaque designating the Eleanor Byrne Memorial garden was discovered and is currently at the sign shop getting a garden stake fitted prior to placement on our grounds. This work brings one of Valley Cottage Library's original volunteers, Eleanor Byrne, back to life through research and the eventual reinstallation of the 1975 plaque and reaffirms some of VCL's history.

VCL Strategic Plan 2024-2027 Goal Four: Plan for the next generations

[Nyack Basics](#)

Carida Ridore and I met with Dr Audrey Brutus and Yahaira Chisolm of the Nyack School District on November 19 to discuss NSD's plan to bring back the Nyack Basics initiative. Valley Cottage Library will once again partner with NSD for this program as a supporting partner organization. It was a pleasure also to introduce these two new Nyack School District staff members to our beautiful library building.

VCL Strategic Plan 2024-2027 Goal One: Inspire and Facilitate the strengthening of our community by building connections

[Budget Vote](#)

The preliminary work is starting now to get the February 2026 budget vote set up. The letter to the school district requesting the voting district be established was sent on November 14 and confirmed received. I am working closely with the new Director at the Nyack Library to go through the process. Next steps are pending Nyack Library's board approval of their budget proposal.

VCL Strategic Plan 2024-2027 Goal Four: Plan for the next generations

VCL Strategic Plan 2024-2027 Goal One: Inspire and facilitate the strengthening of our community by building connections.

[Meetings Attended](#)

DATE ATTENDED	MEETING TITLE	LOCATION
December 2, 2025	LARC Executive Board	Online
December 3, 2025	Advanced Certificate in Public Library Administration	Online
December 9, 2025	Director's Association	Online
December 10, 2025	Advanced Certificate in Public Library Administration	MHLS, Poughkeepsie

Board Training Opportunities

*Two hours of continuing education is an **annual** requirement for library trustees. Trustees should send certificates of attendance to Christy for record-keeping. Register using the links below.*

There are no more live trainings scheduled for 2025 but opportunities are available to view recorded presentations and complete an affidavit. The [Trustee Handbook Book Club](#) presentations are archived and may be viewed on demand.

Respectfully submitted,
Christy Blanchette
Director