

**MEETING OF THE BOARD OF TRUSTEES
OF THE TOWN OF PELHAM PUBLIC LIBRARY**

530 Colonial Avenue

Pelham, NY 10803

May 2, 2012

7:30 p.m.

Board Members Present:

John Lent, Steve Swanson, Jane Azia, Paul Osmolskis, Everett Potter and Margaret Young.

Also Present: Library Director Patricia Perito and Town Liaison Dan McLaughlin.

Not present: Jack Kaufmann, Anne Calder, Jenny Del Re and Peter Monaco.

Minutes

The minutes of the April 4, 2012, meeting were approved.

Financial Reports

Library director Tricia Perito said that the financials reflected the fact that expenditures are on target. The Gadsden fund balance reflects the purchase of the Barnes and Noble Nooks for the e-reader program of about \$2,400.

Margaret Young questioned the way some cash financial information was organized on the financial statements. She will discuss this with Anne Calder.

The board approved the April financial reports.

Nominating Committee

Board President John Lent said he had had conversations with two potential nominees to fill the vacant trustee seat. Both are strong candidates. One has had experience in managing employees and teams, but he believes both have the human resources/personnel background that the board identified as desirable at the April meeting.

He hopes to have a recommendation by the next meeting.

President's Report

John reported on the recent meeting that a group of library board members had with Town Supervisor Peter DiPaola and Town Councilman Dan McLaughlin to discuss the Town/Library relationship. He said Peter expressed the board's very strong support for the library. Among the topics that were discussed were capital projects, including the roof

replacement and the prospects for receiving a state grant to pay for the balance of the cost, the future of libraries, and the way that some expenditures are reflected in the budget.

Dan McLaughlin added that the Town board is seeking consistency in contracts for Town work, such as snow removal and landscaping.

John said the participants reviewed Jack Kaufmann's report on ownership of the library building. John told the Town representatives that the library board's point of view is that if the Town has a strong position about transferring the title to the building to the Town, that would be fine with the board.

Margaret added that her impression was that the library was not the only Town entity being reviewed. Dan said that was correct. The Town board is looking at all Town entities, including the Pelham Children's Center and the Pelham Guidance Council, in addition to the library.

In response to a question from Library Director Patricia Perito, Dan said that for the time being, routine contracts should be sent to him.

Communications Committee

John said Everett Potter had agreed to oversee the launch of the e-mail newsletter. Everett said the aim was to distribute the newsletter by the first of each month. He said he and library staff had met with Website designer Tim Wood to go over the mechanics of putting out a newsletter using Drupal.

Margaret said she had spent a lot of time on the e-mail database recently, entering e-mail addresses from school directories into an Excel spreadsheet, and it was challenging. She believes they will have to be typed in.

John said he would contact school superintendent Dennis Lauro to see if we can get the school system's e-mail spreadsheet.

Regarding the monthly Bookmark column in the Pelham Weekly, editor Maggie Klein has made several requests regarding formatting and length. Steve Swanson will contact her to follow up.

There was a discussion of the need to have ongoing quality control of the website and e-mail newsletter. Everett said he would review the Website content.

Director's Report

Patricia said all the Nook e-readers in the pilot program are checked out. Barnes and Nobel replaced the defective Nooks.

She said that the library had submitted a joint application with the Pelham Art Center for a 10-week Creative Aging workshop. Five weeks

would be at Library and five at the Art Center. The grant application was for \$3,500. If the grant is approved, the project would start in September and run through December.

The library also submitted a grant application under the Community Capital Assistance Program for \$50,000.

The 5th annual James J. Nicholson Political Poetry Award reading and reception went very well. Attendance was more than 35 people; the presentation room was full.

Homework Help started today, with two volunteers (a retired science teacher and a junior at Pelham Memorial High School) providing assistance to five students. The program, open to students from kindergarten through eighth grade, will run on Wednesday afternoons until the end of the school year.

The WLS information technology department is working on an online card registration tool that will allow users to register for a temporary card so they can use the system's databases and digital collections.

An author's series is coming up in June featuring three local writers who have recently published non-fiction works. Tricia and Steve will work on a press release for the event.

The meeting was adjourned at 8:59 p.m.

Next meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees will be July 11, 2012, at 7:30 p.m.