

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

530 Colonial Avenue

Pelham, NY 10803

May 4, 2011

7:30 p.m.

Board Members Present:

John Lent, Jack Kaufmann, Steve Swanson, Jane Azia, Peter Monaco, Anne Calder, Jenny Del Re, and Everett Potter.

Not present: Paul Osmolskis, Theresa Brasile and Margaret Young.

Also Present: Library Director Patricia Perito, Friends Liaison Karen Gardner.

Minutes

The minutes of the March 30th meeting were approved.

Financial Reports

Library Director Patricia Perito reported that sewer taxes were more than the budgeted amount (\$796 actual; \$650 budgeted), but they have been paid through the year.

She also reported that the library has received a number of donations this year, including employee donations from Morgan Stanley and a \$500 gift from a local family through a foundation.

The board approved the financial reports.

Buildings and Grounds Committee Report

The deadline for proposals for the next round of state library construction grants is sometime in August.

Peter Monaco presented several possible projects for which the library could apply for a grant:

--Replace the children's room lighting, as well as lighting in the patron's bathrooms, librarians' office, and exterior lighting. Also, motion sensors could be added to the exterior lights to save energy.

--Replace back doors and cellar doors, as well as upgrade weather-stripping on other doors.

--Replace the vestibule flooring and bulletin board and make other improvements to that area.

--Make upgrades to the children's area, including adding spaces for additional computers and shelving for CDs and other materials.

Tricia said the guideline for the grants is that the projects should in some way enhance library services.

The state will fund 50 percent of the project; the total cost of project must be \$5,000 or more.

In response to a question from John Lent, Tricia will investigate whether repairing/replacing the slate roof would qualify for a state construction grant.

Communications Committee Report

Steve Swanson reported on three initiatives:

--Trustees Margaret Young, Everett Potter and he met with volunteers from the Friends of the Library (Sue Simpson and Laura Hupprich) to plan publicity for the library and its programs. At the top of the list is a monthly Bookmarks column for the Pelham Weekly. Sue and Laura wrote the first column under this new plan, with a planned run-date of May 6.

--Margaret, Everett and Steve met with another group of Friends volunteers (Sharene Jones and Michele Romanello; Lorraine White is also part of this effort but was unable to attend the meeting) to discuss ways to build a database of e-mail addresses for a regular library newsletter. Among the potential sources for the database are the library's cardholders (from WLS), the Friends' database for Novel Night, the school directories and the Recreation Department's e-mail list.

Board members discussed the privacy of these lists and the extent to which they could be used for a newsletter.

--Steve and John are planning to continue to talk with website designers to identify potential developers to undertake the redesign of the library's Website.

Director's Report

Tricia reported that she and the staff are working on programs for the summer, including another evening with ebooks and a film series of Italian vacation-themed films.

She also reviewed plans for the Summer Reading Game. The theme of this year's program is "One World, Many Stories." Lily Hecker is finalizing the planning for this summer's program.

The library received its last payment from the state for fiscal year 2010. The amount was less than budgeted because the library didn't have solid information about the size of funding cuts when the 2010 budget was prepared.

Tricia will prepare the annual report to community. The board discussed ways in which the annual report could be used to draw attention to library in the future.

Tricia also reported that in recent weeks, parents have been sitting in their cars in the library parking lot between 2 and 3 p.m., waiting for their children to walk over from the middle school and high school. This has included some cases of double-parking in the lot. The board discussed various responses, including enlisting the aid of the Pelham Manor police. The board felt the first step should be to write a letter to the Pelham Weekly. Steve will draft a letter and send to Tricia and John.

Friends' Report

Karen Gardner reported on the award ceremony for the Nicholson Poetry Prize.

The kickoff of Library Week drew a large number of children, with face-painting, a book swap, and an author's reading.

Plans for the annual June cocktail reception are in the process of being finalized.

The meeting was adjourned at 9:06 p.m.

Next meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees will be July 13, 2011, at 7:30 p.m.