

Minutes of the Meeting of the Board of Trustees
Town of Pelham Public Library
530 Colonial Avenue
Pelham, New York 10803

The September 18, 2024, meeting was held at 7:30 pm, in person at the Library.

Trustees Present: Catherine Campbell, Keith Keaveny, Paul Tapogna, Matthew Kane, Jennifer Meyer, Michelle Dvorkin, Robert Gimigliano, Nadira Boodhoo, Amie Hughes

Absent: Judy Shampanier, Lisa Robb

Others Present: August Turner, Library Director; Maura Curtin, Town Liaison; Dan McLaughlin, Town Supervisor (left at 7:57 p.m.); Andrew Pierpont.

CC called the meeting to order at 7:37 pm.

Proclamation from the Town of Pelham

- Town Supervisor Dan McLaughlin presented Trustee KK and Board President CC with proclamations from the town, thanking them for their service to the Library and Pelham.
- JM presented gifts from the Board to both KK and CC in appreciation of their work. CC and KK both thanked the Board and stated that they had enjoyed their time working with them.

Minutes

- Action Item: Approve revised June 12, 2024 meeting minutes. JM moved, AH seconded. Passed unanimously, with MD abstaining.
- Action Item: Approve July 17, 2024 meeting minutes. PT moved, JM seconded. Passed unanimously, with RG, NB, and AH abstaining.

Finance Committee

- Financials for July and August presented by NB
- Action item: Accept financials as of August 31, 2024, as presented by NB. KK moved, MD seconded. Passed unanimously.
- WLS Service Level Agreement presented by AT.
 - Costs year-over-year will be 7%, which was expected based on the services and equipment provided.
- Action Item: Approve WLS Service Level Agreement (SLA) for 2025. NB moved, MK seconded. Passed unanimously.

Friends' Liaison Report

- Presented by AT
 - Booktemberfest tickets are sold out
 - Raffle tickets are still for sale.

Policy Committee

- Presented by CC
- Reminders of compliance with the following for all trustees:
 - Conflict of Interest Acknowledgement Form

- o Sexual Harassment Prevention Training Certificate
- o Library Trustee Education Training Certificate
- Trustees are required to complete two hours of continuing education by December 31, 2024.
- We will look into changing the deadline for the harassment training from October to the end of the calendar year.

Buildings and Grounds Report

- Presented by RG
 - o Security cameras
 - We have the ability to add two cameras to our current system at the cost of \$1,050. The cameras will be placed strategically outside the building. There are funds available in the budget for this purchase.

Nominating Committee

- Action Items:
 - o Appoint Robert Gimigliano Library Board President from October 1, 2024, to September 30, 2026.
 - o Appoint Michelle Dvorkin, Library Board Vice-President, from October 1, 2024, to September 30, 2025.
 - o Appoint Matthew Kane, Library Board Secretary, from October 1, 2024, to September 30, 2025.
 - o PT moved, JM seconded, and all appointments passed unanimously.
- Action Item: Recommend Andrew Pierpont to the Town for appointment as a Library Trustee from October 1, 2024 to September 30, 2029. NB moved, CC seconded. Passed unanimously.
- Distribution of committee assignments for 2024-2025

Director's Report

- Presented by AT
 - o KDay is coming up on Saturday, September 21.

Capital Campaign

- Presented by AT
 - o We will put our contract with Plan A on hiatus and resume after selecting an architectural firm. This was expected and mutually agreed upon by the Library and Plan A.
 - o Groundwork on the Capital Campaign continues, and progress is being made.

The board entered an executive session to discuss a personnel matter from 9:36-9:40 pm.

Personnel

- Action Item: Appoint Erin Maloney as a full-time Librarian I effective October 1, 2024 at a salary of \$60,000/year. MD moved, MK seconded. Passed unanimously.

New Business

- Preliminary budget presented by NB
 - o Asking for a 7% town allocation increase from last year. The proposed budget includes the 3% COLA authorized by the Town and an estimated 10 percent increase in medical benefits costs.

- Action Item: Approve the preliminary 2025 budget. PT moved, and RG seconded. Passed unanimously.

Adjournment at 10:14 pm by CC

Next Meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees will be held on Wednesday, October 9, 2024, at 7:30 p.m.