

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

The November 6, 2024, meeting was held at 7:30 pm, in person at the Library.

Trustees Present: Paul Tapogna, Matthew Kane, Michelle Dvorkin, Robert Gimigliano, Nadira Boodhoo, Amie Hughes, Judy Shampnier, Lisa Robb, Andrew Pierpont, Jennifer Meyer

Others Present: Augusta Turner, Library Director; Katie Sheehy

RG called the meeting to order at 7:35 pm.

Minutes

- **Action Item:** Approve October 9, 2024 meeting minutes. JS moved, LR seconded. Passed unanimously with JM abstaining.

Finance Committee

- Financials for September presented by NB
 - o Typical monthly expenses for October
 - o **Action Item:** Accept financials as of October 31, 2024. JM moved, MD seconded. Passed unanimously.

Nominating Committee

Motion to enter executive session to discuss recommendation of Katie Sheehy to the board. MD moved, MK seconded. Passed unanimously at 7:58pm.

Motion to exit executive session. JS moved, JM seconded. Passed unanimously at 8:06pm.

- **Action Item:** Recommend Katie Sheehy to the Town for appointment as a Library Trustee from December 2, 2024 to September 30, 2029. LR moved, PT seconded. Passed unanimously.

Friends' Liaison Report

- Presented by AT
 - o Planning for Novel Night is beginning. The Booktemberfest event was a success and the Friends are planning to host it again in 2026.

Policy Committee

- Presented by JS
 - o Conflict of interest forms are due.
 - o Proof of Trustee Education Training for 2024 is due December 31, 2024 to avoid automatic suspension from the board.
 - o **Action Item:** Designate December 31 as the due date for trustees to provide proof of Sexual Harassment Prevention Training each year. JS moved, MD seconded. Passed unanimously.

Buildings and Grounds Report

- Presented by PT
 - o The committee has received three quotes for security camera upgrades
 - o Buildings and Grounds committee will meet with AT to discuss.

President's Report

- Presented by RG
 - o RFP for architect via the Architect Selection Committee
 - In review – aiming for 3-8 target firms
 - Comparing to 3 similar RFPs that have been conducted recently

Capital Campaign

- Presented by LR
 - o Plan A is currently paused as planned
 - o Next part of the campaign is to reach out for major gifts

Director's Report

- Presented by AT
 - o There was good attendance at Library programs in October.
 - o There is a new WLS library app being considered by WLS, which should be more streamlined and less buggy for library patrons
 - o Battle of the Books took place on October 26 in Ossining and while Pelham teams did not advance to the semi-finals, they are looking forward to next year
 - o The library hosted two Latino poetry program this month
 - October 5: Andean storytelling, folklore, dance and music
 - October 17: Latino poetry anthology celebration. Both were well received.

New Business

- **Action Item:** Approve holiday closings for 2025. MK moved, AP seconded. Passed unanimously.
- Meeting dates for the board in 2025
 - o January 8
 - o February 26 (moved from original date of March 5)
 - o No March meeting
 - o April 9
 - o May 7
 - o June 18
 - o July 16 (designated as the July/August meeting)
 - o September 10
 - o October 8
 - o November 5
 - o December 10
- **Action Item:** Approve Library Board meetings for 2025. JS moved, JM seconded. Passed unanimously.

Adjournment at 9:02 pm by RG

Next Meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees will be held on Wednesday, December 4, 2024, at 7:30 p.m.