

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

The December 4, 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, Andrew Pierpont, Jennifer Meyer, Katie Sheehy

Trustees Absent: Lisa Robb

Others Present: Augusta Turner, Library Director; Maura Curtin, Town Liaison

RG called the meeting to order at 7:33 pm.

Minutes

- **Action Item:** Approve November 6, 2024 meeting minutes. JS moved, NB seconded. Passed unanimously, with AH abstaining.

Finance Committee

- Financials for September presented by NB
 - o The water bill appears slightly higher than usual and will be monitored
 - o **Action Item:** Accept financials as of November 30, 2024. JM moved, MD seconded. Passed unanimously.
- 2025 Budget – NB
 - o Allocation was approved at Monday's Town board meeting. The final amount was down thanks to a lower-than-expected increase in year-over-year healthcare costs.
 - o **Action Item:** Approve the 2025 budget. MD moved, AP seconded. Passed unanimously.

Friends' Liaison Report

- Presented by AT
 - o Planning for Novel Night 2025 is underway.

Policy Committee

- Presented by JS
 - o Reminder that all Board members must submit proof of attending Trustee education by the end of the calendar year.

Buildings and Grounds Report

- Presented by PT
 - o The Library will switch from Ehrlich Pest Control to McHale in December. This will not impact the budget.
 - o AT is investigating the increase in the water bill.
 - o Two exterior-facing doors are in poor repair, lack the required emergency panic bars, and must be replaced. A third exterior door needs to have a panic bar installed.

- o **Action Item:** The Director is authorized to spend up to \$11,000 for the Library's new doors and panic bars. MK moved, NB seconded. Passed unanimously.

Capital Campaign

- Presented by PT
 - o The RFP for an architectural firm has been drafted. Names of firms are being compiled.
 - o The committee is looking to field 5-7 companies

President's Report

- Presented by RG
 - o No items this month that other committees have not covered.

Director's Report

- Presented by AT
 - o Monthly program and circulation numbers are in line with expectations.
 - o The New York State report for libraries was published
 - More than 58 percent of Pelham residents have Library cards.
 - The Pelham Library has the second smallest ratio of square footage per cardholder in the county.
 - Circulation is up about 5% from 2017 to 2023, signaling a strong recovery from the pandemic.
 - o The Library will use a new platform for the museum pass program in 2025. The new platform is more streamlined and efficient.
 - o The children's area has been reconfigured to allow for more play space. The change has been well-received
 - o January 2025 will see the start of the library's expanded hours – Opening Mondays at 10 am instead of 1 pm

Adjournment at 8:46 pm by RG

Next Meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees will be held on Wednesday, February 26, 2024, at 7:30 p.m.

Respectfully submitted,
Matthew Kane