

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

The January 8, 2025, meeting was held at 7:30 pm, in person at the Library.

**Trustees Present:** Paul Tapogna, Matthew Kane, Robert Gimigliano, Nadira Boodhoo, Amie Hughes, Andrew Pierpont, Katie Sheehy, Lisa Robb

**Trustees Absent:** Judy Shampanier, Michelle Dvorkin, Jennifer Meyer

**Others Present:** Augusta Turner, Library Director; Chris Kopf, a partner with PKF O'Connor Davies (leaving at 7:57 p.m.)

**RG called the meeting to order at 7:32 pm.**

### **Presentation**

- Chris Kopf, a partner with PKF O'Connor Davies, discussed the 2023 Town of Pelham Public Library audit and report prepared by his firm. He answered questions from the Board before leaving at 7:57 p.m.

### **Minutes**

- **Action Item:** Approve December 4, 2024 meeting minutes. NB moved, AP seconded. Passed unanimously, with LR abstaining.

### **Finance Committee**

- Financials for September presented by AP
  - o The budget was presented through December 30 and did not include interest earned. The interest information was not available when the preliminary financials were prepared. The complete December financials will be re-reviewed and approved at the next meeting.

### **Friends' Liaison Report**

- o No report

### **Policy Committee**

- Presented by MK
  - o All trustees met their continuing education requirements for 2024.

### **Buildings and Grounds Report**

- Presented by PT
  - o New outdoor cameras were installed and offer good coverage of the property.
  - o The indoor camera resolution was vastly improved as well.
  - o The Pelham Library sign near the parking lot was damaged. It appears that a car backed into the sign. The Board will be updated next meeting on any necessary action.
  - o The door lock at the Carol Place exit was damaged and repaired.
  - o An old door in the attic that was unusable was repaired.
  - o The water bill, which was unusually high in the late summer and fall, is now back to normal.

### **Capital Campaign**

- Presented by AT
  - The RFP for an architectural firm was sent out on December 9 to seven firms
    - Six firms are likely to submit a proposal. One firm has declined
  - Requests from firms for additional information are due January 17. Proposals are due on February 4

### **President's Report**

- Presented by RG
  - No items this month that other committees have not covered. Looking forward to a happy and healthy new year for all.

### **Director's Report**

- Presented by AT
  - Monthly stats were in line with expectations
  - The New Year's event held at the library was well attended, with over 135 people
  - A list of top books checked out by Pelham cardholders was distributed, showing interesting trends for 2024 in fiction, non-fiction, and children's books.

### **Adjournment at 9:05 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, Secretary