

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

The April 3, 2024, 7:30pm meeting was held in-person at the Library.

Trustees Present: Jennifer Meyer, Lisa Robb, Rob Gimigliano, Catherine Campbell, Michelle Dvorkin (departed at 8:15pm), Keith Keaveny, Paul Topogna, Judy Shampanier, Amie Hughes, Nadira Boodhoo, Matt Kane

Others Present: August Turner, Library Director; Maura Curtin, Town Liaison; Gail Vidales, Bookkeeper

CC called the meeting to order at 7:33pm

Minutes

- Action Item: Approve December 6, 2023 meeting minutes as presented by CC. JS moved, MD seconded. Passed unanimously, with NB and AH abstaining.
- Action Item: Approve January 3, 2024 meeting minutes as presented by CC. JS moved, NB seconded. Passed unanimously with JM, LR, RG, PT, and KK abstaining.
- Action Item: Approve March 6, 2024 meeting minutes as presented by CC. JS moved, KK seconded. Passed unanimously with JM, LR, and MD abstaining.

Finance Committee

- Financials of March 31, 2024 presented by NB
 - The first quarter donation was received from the Friends.
 - \$5,000 anonymous donation was received in March.
 - Action item: Accept financials as of March 31, 2024. MD moved, LR seconded. Passed unanimously.
- Annual report presented by AT
 - Clarity given on the rules around swearing in board members.
 - Clarity given on restricted funds moving to operating expenses.
 - Clarity given on "All Other Revenue from Local Sources" line item.
 - Clarity given on various calculation methodologies used throughout the report.
 - Attendance at sessions targeted at young adults 12-18 had a 3x increase year over year highlighted.
 - Action Item: Accept New York State Annual Report for 2023. JS moved, LR seconded. Passed unanimously.
 - The board would like to thank August Turner and Gail Vidales for their hard work on this annual report.

Buildings and Grounds

- Report given by RG
 - Parts for the program room HVAC unit were replaced by All-State Air and paid for by the Town.
 - Current door counter may need replacing soon, research underway for best available product for the Library.
 - Recently-installed sectional seating has been well-received.

Policy Committee

- Presented by CC
 - Discussion of Materials Selection policy, the Reconsideration of Library Materials policy and the Request for Reconsideration Form.
 - Clarity provided on the requirements to submit a reconsideration request.
 - Trustees will vote to accept the policy at the May board meeting.
 - Discussion of FOIL policy.
 - The Library will direct any Library FOIL requests to the Town Clerk.

Friends' Liaison Report

- Presented by AT
 - The Friends will host a party at the Library on 9/28 with an Oktoberfest-type theme
 - This is not a fundraiser. The primary purpose is to raise awareness of the Library and attract new patrons.

Capital Campaign

- Action Item: Approve RFP for capital campaign consultant. JM moved, NB seconded. Passed unanimously (MD absent).

Director's Report

- Presented by AT
 - Hoping to get a Latino Poetry Grant.
 - Canned food drive was a success.
 - Recycling for used batteries and glasses now available at the Library.

Adjournment at 9:06pm by CC

Next Meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees will be held on Wednesday, May 8, 2024 at 7:30 p.m.