

Meeting of the Board of Trustees of the Town of Pelham Public Library  
Wednesday, May 4, 2022  
530 Colonial Avenue  
Pelham, New York 10803

Trustees Present

Catherine Campbell, Michelle Dvorkin, Robert Gimigliano, Matthew Kane, Jennifer Meyer, Judy Shampianier,

Staff Present

Augusta Turner, Library Director

Trustees Present via Zoom [non-voting]

Emily Gest, Keith Keaveny, Lisa Robb

Absent, excused

Karen Fellner, Terrence Mullan

**Meeting call to order** by CC at 7:35pm.

**Approval of April 6, 2022 meeting minutes**

CC tabled and the review and approval will occur at June meeting.

AT will forward LR any changes to the draft April minutes

**Finance Committee**

Presented by KK

- Financials of April 30, 2022; revised financials were corrected for April
- The first installment of the Town appropriation was received as expected.
- \$5K unrestricted donation was received from anonymous donor
- Notary fees continue to exceed forecast; income this year could be \$4K
- Building expense line was active this month
- Gail Vidales can confirm any questions on the sewer tax expense
- Large payment to WLS for internet and technology was as expected.
- Net income is positive, though income negative occurs due to cash flows and cash accounting used by library
- No Balance sheet items for review

Move to accept reports: JM  
Second: RG  
None opposed, motion carries

### **Friends' Liaison Report**

AT attended Friends meeting and reported.

- The book for the biannual Pelham Reads event to be held in October has been selected
- Title is Young Adult and is top secret

### **Buildings and Grounds**

RG presented the report

- The library sign is being updated with the new logo
- The vinyl logo is being created by a signage company and RG has volunteered to donate the painting materials and paint the existing sign posts. Bids are being solicited for the replacement of the skylights

### **President's Report**

CC presented the report

- As per NY State law, by Oct 1 2022 all trustees must complete an interactive training program which complies with NYS Combat Sexual Harassment law. The Town offers online training which Trustees may complete. Alternatives are their workplace training or online programs offered through NYS.
- This training is annual and a certificate is issued upon completion. Certificate is to be forwarded to AT or TM

### **Director's Report**

AT presented report

- The Junior League has hosted a yearlong program related to the book, *The Boy Who Harnessed the Wind* and they sponsored a recent program at the library serving 200 people in three groups of parents and children
- On April 23, 2022 there was a significant ransomware attack on the Westchester Library System affecting most of the libraries in the system. All access to staff and patron computers was disabled for 2 days preventing any materials from circulating. Staff computers have been restored, but all patron computers and printing continue to be disabled. WIFI was not interrupted. WLS does not think that patron or library information was compromised
- The Peekskill Library is now the central library for WLS for the next two years. Mount Vernon Library was temporarily removed as the Central Library due to non-compliance of state requirements.

### **Other Business**

## **Discussion of library planning process**

### **CC presented a report**

- The Library has secured commitments totaling 50K for use to secure the grant awarded by NYS
- The 2 anonymous gifts are each \$25K and after the state reimburses the grant expenses, the \$50K may be used to support the Library's capital projects
- KK confirmed there is a restricted gift account at TD Bank and the funds will be deposited there
- A local architect Paul Tapogna met with CC and TM and he is interested in assisting with the project.
- The grants committee will forward PT materials for review and reach out to set up a meeting with him on the project and the RFP.
- AT will confirm the minimum insurance the Town requires from vendors.

● **Action item: Authorize grant subcommittee to submit grant application to the NYS Senate, once donations are received by TOPPL.**

Move to accept: JS

Second: RG

None opposed, motion carries

- **Action item: Authorize grant subcommittee to use its discretion on finalizing the RFP.**

Move to accept: MD

Second: JS

None opposed, motion carries

Meeting adjourned by CC at 8:25pm

Respectfully submitted,  
Lisa Robb

Next Meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees is Wednesday, June 29 at 7:30 p.m. at the Pelham Library.