

Meeting of the Board of Trustees of the Town of Pelham Public Library

530 Colonial Avenue Pelham, NY 10803

Wednesday, June 29, 2022, 7:30 ET Meeting

The Town of Pelham Public Library Board of Trustees Meeting for June 29, 2022 was held in person and by videoconference.

The in person meeting was located at the Library, 530 Colonial Ave., Pelham, NY, and the videoconferencing site was 5386 Birchwood Dr., Mullett Lake, MI.

Trustees Present: Terrance Mullan, Judy Shampanier, Jennifer Meyer, Lisa Robb, Michelle Dvorkin, Catherine Campbell (virtual), Keith Keaveney (virtual), Rob Gimigliano, Matt Kane

Others Present: Maura Curtin, Town of Pelham Trustee Library Liaison; Augusta Turner, Library Director; Gail Vidales, Library Bookkeeper.

Meeting Call to order: 7:36pm by TM, President, quorum present for conducting business.

- **Approval of 4/6/21 minutes:** JS moved to approve, JM seconded, passed unanimously. MK, RG abstained.
- **Approval of 5/4/22 minutes:** JS correction noted. JS moved to approve, RG seconded, passed unanimously. KK and TM abstained.

Finance Committee – presented by KK

- **Financials of June 22, 2022**
On track for this time of year. Expenses - New staff lap top was purchased. Income - Fines are lower due to community outreach and auto renewal options. The 2nd quarter revenue was received from the Town of Pelham. A \$25K anonymous restricted donation was received. Note: The \$25K donation is to provide payment for the Master Plan. The state will reimburse the library for \$50,000 of payments for the Master Plan. Another \$25K gift is expected soon. Year End note: income may be reclassified to restricted accounts.
- **Approval of May 1 – June 22, 2022 Financial statements:** MD moved to approve, RG seconded, passed unanimously.

Friends' Liaison Report – presented by AT

- Pelham Reads has chosen a Young Adult title, *Flora & Ulysses* by Kate DiCamillo for the October 2022 program. Many programs are planned in conjunction with the community reading program.

Personnel Committee – presented by AT

- Resignation of Ruth Konigsberg, communications consultant. This work will be covered, as planned, by Colette Storti-Roberts, the new FT librarian.
- MD noted that AT is building skill sets and redistributing responsibilities to strengthen the overall staff function at the library.

- **Appoint Erin Maloney as a part-time Library clerk at \$15.79/hour retroactive to June 15, 2022:** Background Erin, a Pelham resident, has been working as a PTA (substitute) Library clerk since October 13, 2021. She is pursuing her MA in library science. JM moved to approve, JS seconded, passed unanimously

Nominating Committee –presented by TM and CC

- Karen Fellner resigned in mid-June. On behalf of the Board, TM thanked Karen for her 5 years of service to the library including her expert work and guidance on many capital projects and on covid mitigations. Her contributions during her tenure are greatly valued and appreciated by the Library Board and Town of Pelham.
- Paul Tapogna has agreed to join the board. He, like KF, is a licensed architect. A long time Pelham resident and a former member of the Village of Pelham Architectural Review Board, Paul is a head of Design and Construction at the Wildlife Conversation Society (Bronx Zoo). Paul has already attended grant committee meetings and helped guide the RFP shifting in scope to requesting services for a Master Plan. Paul will need to attend a July Town Council meeting to be sworn in.
- **Appoint Paul Tapogna as a Trustee of the Library Board for the term expiring September 30, 2025:** JM moved to approve, CC seconded, passed unanimously.

Buildings and Grounds – presented by RG and AT

- The bids for the skylights are coming in. Consideration of these and other eligible items are being reviewed. The NYS capital grant is due at the end of August. The new exterior sign will be installed soon. Several exterior benches need to be replaced. The benches will be paid for from the Library's operating budget.
- **Authorize buildings and grounds committee to approve submission of a NY State Library Construction Grant not to exceed \$80,000:** JS moved to approve, MK seconded, passed unanimously.
- **Approve the purchase and installation of up to three replacement exterior benches for a total price not to exceed \$7,000.** LR moved to approve, KK seconded, passed unanimously.

President's Report – presented by TM

- TM will not renew his role as President at the September meeting. TM renewed his role in summer 2020 when no volunteer stepped forward. The President serves for two years. In addition to the opening for President, there are two, one-year terms to be filled: Vice President (CC), and Secretary (LR). Current trustees in role are noted.
- TM urged people to consider the roles and expressed how rewarding it has been for him. He urged people to call him about the President role to learn more.

Director's Report – presented by AT

- Friday the new logo for the sign is arriving and RG and his family will install the new vinyl signage. The new phone system has arrived and staff are being trained to operate it.
- Maria Thompson, Director of Humanities for grades K-12 at the Pelham Unified Free School District, met with our Librarian, Kathy Palovick, in May and they will be meeting again in September for collaborative planning.

- The Library hosted a Maritime Aquarium petting tank on Saturday, July 9. More than 300 adults and youths attended the outdoor program
- The Library staffed a table at the Pelham Market on Sunday. It was well received by the public, and several youths signed up for the Library's summer reading program.

New Business

- JS asked the Board to consider moving the night of the week the library meets. The current meeting day and time conflicts with a monthly film program presented at The Picture House, a local movie house, every year.

Meeting Adjournment Time: 9:04 by TM.

Next Meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees Wednesday, September 14, 2022 at 7:30 p.m. at the Pelham Library.

Respectfully Submitted, *Lisa Robb*, Secretary, 7/25/22