

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

**Trustees Present:** Catherine Campbell, Matt Kane, Paul Tapogna, Jennifer Meyer, Nadira Boodhoo, Michelle Dvorkin (joined via videoconference), Lisa Robb, Keith Keaveny

**Trustees Absent:** Judy Shampanier, Rob Gimigliano, Amie Hughes

**Others Present:** Augusta Turner, Library Director

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**CC called the meeting to order at 7:38pm**

**Minutes**

- Approval of June 7, 2023 meeting minutes: Motion to approve minutes as presented. PT moved to approve, NB seconded. Motion passed unanimously.

**Finance Committee**

- Financials of July 31, 2023 presented by KK
  - We received the second donation payment from the Friends.
  - We received an anonymous, unrestricted donation of \$5,000. Action Item: Motion to accept financials as presented: MK moved, NB seconded. Motion passed unanimously.
- Overview of Budget Process by KK
  - Finance committee and Augusta will meet and talk about programming, personnel and other financial needs for the coming year
  - Initial budget is then presented to the Board of Trustees for preliminary approval.
  - The budget is then presented to the Town Board in October. The finance committee incorporates any feedback from the Town. A final budget is approved by the Library Board for presentation to the Town Board. The Town generally approves this budget in December and once approved by the Town is finally approved by the Library Board, usually in January.

**Personnel Committee**

- AT presented a proposal to modify an existing contract for the independent contractor who facilitates the 2<sup>nd</sup> Friday Book Club
  - There are two book clubs at the Library, one is the After-Dark Book Club run by AT and Colette Storti-Roberts and the other is the 2<sup>nd</sup>-Friday Book Club facilitated by Carol Ipsen Both book clubs usually meet once a month except in the summer months.
  - CI currently receives \$150 per session. This rate has not changed since the 2<sup>nd</sup>-Friday Book Club was started in 2015.
  - AT proposed that the rate be increased to \$200/session.
  - Action Item: Motion to raise the rate for the facilitator of the 2<sup>nd</sup>-Friday Book Club to \$200/session. MD moved to approve. JM seconded. Motion passed unanimously.

**Friends' Liaison Report presented by JM**

- The Friends were able to close the deficit of dinner seats through a tireless social media and outreach campaign
- The tickets sold out in 19 minutes, showing the continued support of the community

**Master Plan Committee presented by CC**

- Update on Master Plan
  - We received the final version of the Master Plan from HMA2.
- Capital Campaign
  - CC discussed best practices for this campaign and the need to form a capital campaign committee
    - Those on the Board interested in joining the committee should tell CC
    - Please submit names of anyone from the community who might be a good fit for the committee.

**Director's Report presented by AT**

- Statistics
  - July and August tend to be slower months in Pelham due to community members' summer plans
  - Passive programming like crafts in the main room are doing well
  - K-Day will have a petting zoo this year
- Programming Highlights
  - June
    - Library's Table at Pride Event was a great time and well received
    - The Library enjoyed having a presence at Juneteenth in Wolf's Lane Park
    - Summer reading program is in full swing. Program is for newborns up to 14 year olds
    - The Stamford Nature Center program was a big hit
  - July
    - Book character scavenger hunt in the library is popular.
    - Bubble bus outside on the lawn was enjoyed by adults and kids.
    - Animal Embassy drew an enthusiastic crowd.
- There is an interesting opportunity for Board members for continuing education called Defending Freedom to Read webinar.
- AT has found her participation on the Westchester Library System's Public Libraries Directors Association very beneficial

**Other Business**

- No other business to discuss

**Adjournment at 9:06pm**

**Next Meeting:** The next regular meeting of the Town of Pelham Public Library Board of Trustees is scheduled for Wednesday, September 13, 2023 at 7:30 p.m. at the Pelham Library.

Respectfully Submitted,  
Matt Kane