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

The October 4, 2023, 7:30pm meeting was held in-person at the Library.

Trustees Present: Catherine Campbell, Keith Keaveny, Rob Gimigliano, Michelle Dvorkin, Judy Shampanier, Matt Kane, Nadira Boodhoo, Jennifer Meyer, Paul Tapogna

Trustees Absent: Lisa Robb, Amie Hughes

Others Present: Augusta Turner, Library Director; Maura Curtin, Town Liaison

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CC called the meeting to order at 7:37pm

Minutes
- Action Item: Approve September 13, 2023 meeting minutes as presented by CC: MD moved, RG seconded. Passed unanimously with JS and CC abstaining.

Finance Committee
- Financials of September 30, 2023 presented by KK
  - Expenses were as expected for the month.
  - **Action item**: Accept financials as presented: PT moved, MK seconded. Motion passed unanimously.
- Discussion of preliminary budget for 2024
  - The preliminary budget is increasing by 1.3% from last year, not including COLA or healthcare cost increases.
  - **Action Item:** Approve preliminary budget for 2024: JM moved, NB seconded. Motion passed unanimously.
- 2022 auditor report from PKF O'Connor Davies update presented by KK
  - PKF provided clarification that no evidence of fraud was identified. The clarification will be kept on file.
  - The report was accepted by Town Supervisor Daniel McLaughlin and was submitted to the office of the NY State Comptroller

Friends' Liaison Report
- Friends report delivered by JS
  - Anecdotally Novel Night was excellent – more to come after the next meeting of the Friends on 10/16

Conflict of Interest Disclaimers
- JS reminds the Board to complete their Conflict of Interest paperwork prior to the next meeting and turn in to MK.

Buildings and Grounds Committee
- Presented by RG
  - One issue arose in the last month
    - The fire panel communications device needs to be updated to a more reliable method. AT will contract with Scarsdale Security to update the

system. The cost will be $795 and will be covered by the Library. There is money available in the budget for the upgrade.
  - o Flooding during last month's rains not as bad as anticipated given the amount of precipitation

Communications Committee
- The finished product for the marketing trifolds will arrive at the Library on 10/6

President's Report
- Presented by CC
  - o All trustees attended the Gerry Nichols continuing education class on 9/27, thus satisfying the 2-hour annual requirement from the state for 2023.
  - o The Board has an obligation to review existing policies every 5-7 years and this process will kick off in January.
  - o Board committee chart was reviewed.

Director's Report
- Presented by AT
  - o WLS digital content
    - ▪ New databases will be added to content offered by WLS starting in January 2024
      - The Shelf
      - Medici.tv
      - Mango Languages
  - o K-Day was a huge success
    - ▪ The petting zoo had to be moved indoors due to the weather.
    - ▪ Online registration made things much more efficient.
    - ▪ 134 children out of 205 new kindergarteners in Pelham received their Library cards during K-Day.
    - ▪ A total of 80 new families signed up to receive the Library's e-newsletter.
  - o Assembly Member Amy Paulin visited on 9/27
  - o The Library will be collaborating with Pelham Together on a program for middle and/or high school students.
  - o Upcoming program highlights
    - ▪ Pelham Chases Space – The Leland Melville story. This is part of a year-long program offered by Mindset, a non-profit promoting STEM education in Pelham.
    - ▪ Voicescape Audio Theater – Company will be performing live.
    - ▪ Defensive driving
    - ▪ Demystifying Medicare
    - ▪ Intro to Babysitting
  - o Battle of the Books will be held on Saturday 10/24 at Ossining High School

Adjournment at 8:38 pm by CC

Next Meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees will be held on Wednesday, November 1, 2023 at 7:30pm

Respectfully submitted: Matt Kane, Secretary