

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

The November 1, 2023, 7:30pm meeting was held in-person at the Library.

**Trustees Present:** Catherine Campbell, Keith Keaveny, Lisa Robb, Amie Hughes, Rob Gimigliano, Michelle Dvorkin, Matt Kane, Nadira Boodhoo, Paul Tapogna

**Trustees Absent:** Judy Shampanier, Jennifer Meyer

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

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## **CC called the meeting to order at 7:32pm**

### **Minutes**

- Action Item: Approve October 4, 2023 meeting minutes as presented by CC: KK moved, NB seconded. Passed unanimously with LR and AH abstaining.

### **Finance Committee**

- Financials of October 31, 2023 presented by KK
  - Expenses were as expected for the month.
  - **Action item:** Accept financials as presented: PT moved, AH seconded. Motion passed unanimously.

### **Friends' Liaison Report**

- Friends report delivered by AT
  - Highest grossing Novel Night and highest attendance in Novel Night history
  - Friends exploring starting an endowment and changing Pelham Reads! to another type of event. The Friends sponsor a program for the community every two years alternating with Novel Night place
  - A thank you letter from the library will be forthcoming.

### **Communications Committee**

- Presented by AH
  - Trifolds are done and look great.
  - The next step is distribution to local businesses and other areas in town.
    - Need a streamlined process for this for efficiency.

### **Policy Committee**

- Presented by CC
  - Updated policy distributed to include in binders for Confidentiality and Law Enforcement Inquiry Policy.

### **Other Business**

- Presented by CC
  - 2024 Board meetings proposed schedule reviewed and discussed.

- Board members to check calendars based on discussion and proposed schedule will be voted on next Board meeting.
- Holiday closing calendar for Library reviewed
  - **Action Item:** Approve closing the library on Friday November 24, 2023, the day after Thanksgiving. MD moved, MK seconded. Motion passed unanimously.
  - Discussion for 2024 Friday after Thanksgiving tabled for next Board meeting.

### **Director's Report**

- Presented by AT
  - Thank a Veteran letter: In honor of Veteran's Day, the library will have paper out for patrons to write letters to veterans and first responders. The letters will be delivered through Operation Gratitude, highly-rated non-profit.
  - Library Advocacy Day: On February 7, 2024 there will be buses available to go to Albany to meet with legislators to advocate on behalf of libraries in New York, sponsored by NYLA. Postcards will also be in the library for patrons to fill out why they love the library.
  - Battle of the Books: The Pelham team made it to the semi-finals, only narrowly missing the next round.
  - Community Scanning Service: An appointment-only service where patrons can scan old physical photos onto either a thumb drive or a cloud-based service that AT has seen work well at other libraries. The scanner is already picked out and budgeted for 2023.
  - Program highlights:
    - Selective Zoom programs have done quite well
    - Defensive Driving was popular this past month
    - The Chasing Space program did well thanks to good promotion
    - The Colombia cultural program had a great tie-in with Girl Scout badges

### **Adjournment at 9:23 pm by CC**

**Next Meeting:** The next regular meeting of the Town of Pelham Public Library Board of Trustees will be held on Wednesday, December 6, 2023 at 7:30pm

Respectfully submitted: Matt Kane, Secretary