

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

The December 6, 2023, 7:30pm meeting was held in-person at the Library.

**Trustees Present:** Jennifer Meyer, Lisa Robb, Rob Gimigliano, Catherine Campbell, Michelle Dvorkin, Keith Keaveny, Paul Topogna, Keith Keaveny, Judy Shampianier, Amie Hughes

**Absent:** Nadira Boodhoo, Matt Kane

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

**CC called the meeting to order at 7:43 pm**

### **Minutes**

- Action Item: Approve November 1, 2023 meeting minutes as presented by CC. MD moved, RG seconded. Passed unanimously with JS and JM abstaining.

### **Finance Committee**

- Financials of November 30, 2023. presented by KK
  - Expenses were as expected with addition of a \$1,000 repair bill for the heating system.
  - Action item: Accept financials as presented: LR moved, AH seconded. Motion passed unanimously.

### **2024 Budget**

- The final 2024 budget was presented by KK. There were three changes in the cost of benefits. The total increase was approximately \$7,000 from the earlier preliminary budget for 2024.
  - Action item: Approve 2024 Library Budget: PT moved, MD seconded. Motion passed unanimously.

### **Personnel Committee**

- Action Item: Appoint Maria Argentina as a PTA (substitute) Library clerk at a rate of \$18/hour retroactive to November 20, 2023. JS moved, KK seconded, passed unanimously.

### **Buildings and Grounds**

- B & G report delivered by RG. Heating issue has been repaired, and a deposit has been made for custom seating nook.
- RG reviewed the Village of Pelham's preliminary plans for drainage for the Village.
  - CC will send letter to both Villages to send Library notices regarding meetings on drainage projects.
  - RG will keep on top of drainage project proposed by Pelham Village and any impact it may have on the Library due to its proximity to the Hutchinson River.

### **Friends' Liaison Report**

- Friends report delivered by JS
  - o Friends reported that Novel Night was successful and raised sufficient funds to donate to the Library for the next two years.
  - o Planning for an alternative to Pelham Reads! has begun.
  - o The fundraising committee is planning to reach out to the 65+ crowd to get them more engaged with the Library.
  - o The Friends are considering setting up an endowment for the Library. They are speaking to a financial firm about this. They are trying to decide if this makes sense.
  - o Next Friends' meeting Monday Dec 11.

### **President's Report**

- Delivered by CC.
- New NYS Library handbook for Trustees was distributed.

### **Director's Report**

- Report delivered by AT.
- We have some unspent funds from this year's budget and determined that the following purchases were warranted and would benefit a large number of patrons:  
1) replace six chairs for the public computers and a new chair for reference librarian. 2) replace two worn chairs with sectional seating in the corner near the adult biographies. We obtained bids and the order has been placed.
- WLS is piloting a program to mail books to people at home.
- On Nov 20 there was a bomb threat at Pelham High School. The library is one of their evacuation centers. Students in the 7-12th grades came to the Library together with several of their teachers. There were approximately 250 students and teachers here at the Library for a few hours.
- We changed our domain name to pelhamlibrary.org—new email for Augusta is: **aturner@pelhamlibrary.org**.
- PLDA- Public Library Directors Association- Augusta will be secretary for 2024
- Winner of 2023 TOPPL Favorite Thanksgiving Pie is APPLE.

### **Other Business**

After discussion, the following Action Items were voted on:

- Action Item: Approve Library Board meeting dates for 2024. AH moved, LR seconded, passed unanimously.
- Action Item: Approve holiday closings for 2024. JS moved, LR seconded, passed unanimously.

### **Adjournment at 8:40 pm by CC**

**Next Meeting:** The next regular meeting of the Town of Pelham Public Library Board of Trustees will be held on Wednesday, January 3, 2024 at 7:30 p.m.

Respectfully submitted: Jennifer Meyer