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 Shampanier, 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