

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

The March 6, 2024, 7:30pm meeting was held in-person at the Library.

Trustees Present: Rob Gimigliano, Catherine Campbell, Keith Keaveny, Paul Tapogna, Judy Shampanier (arrived at 7:45 p.m.), Nadira Boodhoo, Matt Kane, Amie Hughes (arrived at 8:06 p.m.)

Absent: Jennifer Meyer, Lisa Robb, Michelle Dvorkin

Others Present: Augusta Turner, Library Director

CC called the meeting to order at 7:36 pm

Minutes

Approvals for the minutes from the December 6, 2023 and January 3, 2024 meetings were tabled due to lack of a quorum of trustees who were present at the respective meetings

Finance Committee

- Financials of February 29, 2024 presented by NB
 - o NB is looking into local and regional banks to see if we can open a low-balance investment account so that the Library would have the ability to accept donations of equities.
 - o Action item: Accept financials as presented: KK moved, PT seconded. Motion passed unanimously with JS and AH abstaining.

Revised Final 2023 Budget

- The revised final 2023 budget was presented by KK.
- Revisions are made at the end of each year in order to reconcile the budget.
 - o Action item: Approve 2023 Library Budget: MK moved, NB seconded. Motion passed unanimously.

Buildings and Grounds

- B & G report delivered by RG.
 - o On Thursday, February 15, 2024 the furnace in the main part of the Library failed due to a faulty heat exchanger.
 - o There was an unidentified odor in the building. The Pelham Manor Fire Department was called and ordered the building evacuated as a precaution.
 - o No patrons or staff were injured.
 - o The parts to repair the furnace were not immediately available. The Library was closed February 16-19 due to lack of heat and regularly scheduled closings on Sunday and President's Day. The Library reopened on February 20 and the heat was restored the following evening.
 - o RG noted that the three furnaces in the Library are aging and should be regularly monitored.
 - o The Trustees complimented AT on her handling of the issue and keeping them well informed throughout the process.

Personnel Committee

- Action Item: Appoint Erin Maloney as a part-time library at \$27.86/hour, retroactive to February 12, 2024: JS moved, NB seconded. Passed unanimously.
- Action Item: Appoint Maria Argentina as part-time clerk at \$18/hour, retroactive to February 12, 2024. JS moved, PT seconded. Passed unanimously.

Friends' Liaison Report

- Friends report delivered by AT
 - The Friends are hosting a party at the Library on September 28, 2024 in the evening.
 - The goal of the gathering is to raise awareness and interest in the Library, as opposed to fundraising

President's Report

- Delivered by CC.
 - Capital campaign
 - CC discussed condensing the report by HMA2 for distribution to possible donors. AH has already started working on this project.
 - LR will help CC draft a RFP to hire a consultant to assist with the capital campaign.

Director's Report

- Report delivered by AT
 - Library card numbers are high for a good start to the year
 - A library card purge of expired cards by WLS is upcoming. The number of Pelham cards scheduled to be culled are in line with the county's numbers.
 - The stuffed animal sleepover was a hit
 - Link to video: <https://www.youtube.com/watch?v=BijesEvaGXw>

Adjournment at 8:42 pm by CC

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

Respectfully submitted,
Matt Kane, Secretary