

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

The March 12, 2025, meeting was held at 7:30 pm, in person at the Library.

Trustees Present: Robert Gimigliano, Andrew Pierpont, Judy Shampanier, Katie Sheehy, Nadira Boodhoo, Lisa Robb, Amie Hughes, Matthew Kane

Trustees Absent: Michelle Dvorkin, Jennifer Meyer, Paul Tapogna

Others Present: Augusta Turner, Library Director

RG called the meeting to order at 7:40 pm.

Minutes

- **Action Item:** Approve January 8, 2025, meeting minutes. AH moved, KS seconded. Passed unanimously, with JS abstaining.

Finance Committee

- Financials for December 2024 were presented by AP
- **Action Item:** Approve financials as of December 31, 2024. AH moved, KS seconded. Passed unanimously.
- February financials presented by AP
 - o The Town allocation will be in next month's financials
 - o The Finance Committee is exploring moving the Capital Transformation Project off of the Library's budget to a separate QuickBooks account for clarity and transparency.
- **Action Item:** Approve financials as of February 28, 2025. JS moved, MK seconded. Passed unanimously.
- Final 2024 budget tabled until April meeting

Friends' Liaison Report

- Presented by JS
- The Friends to help us publicize events at the library
- Novel Night
 - o Finalizing the after-party plans, hoping to offer more tickets this year.

Buildings and Grounds Report

- Presented by AT
 - o Relatively quiet month
 - New doors have been installed in the library
 - o The fence on the border of the parking lot is beginning to show age; some of the panels fell during a recent windstorm
 - Need to look into reinforcing it and ensuring its stability

Library Transformation Project

- Presented by RG

- The Architect Selection Committee sent out an RFP and had several meetings to select an architect.
- PT was invaluable in the process
- Talked to seven firms, five submitted proposals
 - Narrowed down to three through the committee
 - All capable, including the firm that wrote the Master Plan.
 - The proposal prices varied widely between firms.
 - The committee was impressed with the enthusiasm of the winning bidder.
- The selected firm is preparing a contract that will go through extensive reviews before being presented to the Trustees for approval. A special thank you to all of the committee members who brought a wide range of perspectives.

President's Report

- Presented by RG
- The work undertaken in the Transformation Project was an exciting milestone and the beginning of a long journey for the library

Director's Report

- Presented by AT
- Program stats
 - We have been packed lately during the cold weather.
- The new configuration in the children's room has been a hit
- Circulation
 - Physical is slightly down year over year
 - Overdrive has been up year over year
- Notaries have been very busy.
- The NY State Annual Report will be presented for approval at the next meeting.
- Stuffed animal sleepover was a great success. The trustees enjoyed watching the video available on the Library's website and YouTube channel.
 - A special thank you to the PMPD for their participation

Adjournment at 8:52 pm by RG

Next Meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees will be held on Wednesday, April 9, 2025, at 7:30 p.m.

Respectfully submitted,
Matthew Kane, Secretary