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

The April 3, 2024, 7:30pm meeting was held in-person at the Library.

**Trustees Present:** Jennifer Meyer, Lisa Robb, Rob Gimigliano, Catherine Campbell, Michelle Dvorkin (departed at 8:15pm), Keith Keaveny, Paul Topogna, Judy Shampanier, Amie Hughes, Nadira Boodhoo, Matt Kane

**Others Present:** August Turner, Library Director; Maura Curtin, Town Liaison; Gail Vidales, Bookkeeper

**CC called the meeting to order at 7:33pm**

**Minutes**
- Action Item: Approve December 6, 2023 meeting minutes as presented by CC. JS moved, MD seconded. Passed unanimously, with NB and AH abstaining.
- Action Item: Approve January 3, 2024 meeting minutes as presented by CC. JS moved, NB seconded. Passed unanimously with JM, LR, RG, PT, and KK abstaining.
- Action Item: Approve March 6, 2024 meeting minutes as presented by CC. JS moved, KK seconded. Passed unanimously with JM, LR, and MD abstaining.

**Finance Committee**
- Financials of March 31, 2024 presented by NB
  - The first quarter donation was received from the Friends.
  - $5,000 anonymous donation was received in March.
  - Action item: Accept financials as of March 31, 2024. MD moved, LR seconded. Passed unanimously.
- Annual report presented by AT
  - Clarity given on the rules around swearing in board members.
  - Clarity given on restricted funds moving to operating expenses.
  - Clarity given on “All Other Revenue from Local Sources” line item.
  - Clarity given on various calculation methodologies used throughout the report.
  - Attendance at sessions targeted at young adults 12-18 had a 3x increase year over year highlighted.
  - The board would like to thank August Turner and Gail Vidales for their hard work on this annual report.

**Buildings and Grounds**
- Report given by RG
  - Parts for the program room HVAC unit were replaced by All-State Air and paid for by the Town.
  - Current door counter may need replacing soon, research underway for best available product for the Library.
  - Recently-installed sectional seating has been well-received.
Policy Committee
- Presented by CC
  - Discussion of Materials Selection policy, the Reconsideration of Library Materials policy and the Request for Reconsideration Form.
    - Clarity provided on the requirements to submit a reconsideration request.
    - Trustees will vote to accept the policy at the May board meeting.
  - Discussion of FOIL policy.
    - The Library will direct any Library FOIL requests to the Town Clerk.

Friends’ Liaison Report
- Presented by AT
  - The Friends will host a party at the Library on 9/28 with an Oktoberfest-type theme.
  - This is not a fundraiser. The primary purpose is to raise awareness of the Library and attract new patrons.

Capital Campaign
- Action Item: Approve RFP for capital campaign consultant. JM moved, NB seconded. Passed unanimously (MD absent).

Director’s Report
- Presented by AT
  - Hoping to get a Latino Poetry Grant.
  - Canned food drive was a success.
  - Recycling for used batteries and glasses now available at the Library.

Adjournment at 9:06pm by CC

Next Meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees will be held on Wednesday, May 8, 2024 at 7:30 p.m.