



FINAL MINUTES
The Chappaqua Library
Board of Trustees Regular Meeting
Monday May 13, 2024, 7pm
 Chappaqua Library Theater
 Hybrid format: In-person and by videoconference
Presiding Officer: Pam Moskowitz, President

Attendees:

Library Board of Trustees	Library Staff	Invited Guests
In Person:	In Person:	In Person:
Pam Moskowitz, President	Jennifer Daddio, Library Director	
Brian Cook, Vice President	Amy Kaprelian, Staff Assistant	
George Benack, Finance Officer	Presenting:	
Jon Harrison, Member-at-Large		
Videoconference: (due to extraordinary circumstances):		Videoconference:
Absent (due to extraordinary circumstance): Jennifer Fahey		

I. CALL PUBLIC MEETING TO ORDER

P. Moskowitz called the meeting to order at 7:02pm. Emergency exits were noted and the pledge of allegiance was recited. No changes were requested to the agenda.

II. PUBLIC COMMENTS

P. Moskowitz reviewed the approach to public comments. There were no public comments.

VI. BOARD ADMINISTRATION

A. Acceptance of the Minutes of the April , 2024 Regular Meeting

MOTION: I move that the Board approve the **Minutes of the April 15, 2024 Regular Meeting** as drafted.

Motion by: G. Benack

Second by: B. Cook

Discussion: None

In favor: G. Benack, B. Cook, J. Harrison, P. Moskowitz,-unanimous

Against:

Abstained:

VII. FINANCE

A. Treasurer's Report – prepared by NawrockiSmith, Darin Iacobelli, Treasurer and presented by George Benack, Finance Officer.

B. George met with Kyle at NawrockiSmith to go over the treasurer's report and it was helpful. He reviewed the report for March of 2024 and noted that there were uncleared checks more than six months old. Jennifer indicated that Amy was reviewing them and that they were in process of taking steps to rectifying books as necessary.

MOTION: I move that the Board approve the March **Treasurer's Report** prepared by NawrockiSmith including the bills as presented.

Motion by: G. Benack

Second by: B. Cook

Discussion:

In favor: G. Benack, B. Cook, J. Harrison, P. Moskowitz,-unanimous

Against:

Abstained:

IX. FRIENDS OF THE CHAPPAQUA LIBRARY REPORT

X. PRESIDENT'S REPORT

- Pam shared that our new showcase in lobby is set up to highlight our wonderful local organizations and this month's is a mental health awareness organization called "Break the Hold."
- Denise and Amy B. are involved in a walk that is being held on June 9th for this group.
- Pam encouraged people to come to the Friends Book Sale as there was a huge selection of something for everyone.

XI. LIBRARY DIRECTOR AND DEPARTMENT HEAD REPORTS

- Jennifer and staff almost done with Annual Report and will be submitting shortly.
- The library budget presentation with the town went well and reception was favorable.
- Many thanks to the Friends for their enormous dedication and hard work for the Book Sale.
- Library sends their condolences to Carrie Krams on the loss of her husband.

XII. COMMITTEE REPORTS

A. Standing Committees:

- i. **Finance Committee** – George Benack, Chair
- ii. **Building and Grounds Committee** – P. Moskowitz
- iii. **Personnel Committee** – J. Harrison, Chair

MOTION: I move that the Board approve the salary of Amy Kaprelian, Staff Assistant to be adjusted from \$65,005 annually to \$65,000 to align with Civil Service requirements.

Motion by: J. Harrison Second by:

B. Cook

Discussion:

In favor: J. Harrison, G. Benack, B. Cook. P. Moskowitz, Unanimous

Against:

Abstained:

III. Policy / Bylaws Committee – J. Harrison, Chair

- **Ad-hoc Commitees:**
 - **Communications Committee – B. Cook**
 - Nothing to report.

XIV. NEXT MEETING: June 17, 2024

XV. ADJOURNMENT

MOTION: It is moved that the Board: adjourn the public meeting at 7:17pm.

Motion by:

Second by:

In favor:

Against:

Abstained:

Board Packet:

- *Minutes of the prior meetings*
- *Treasurer’s Report*
- *Department Head Reports*
- *All Proposed Mo2ons*
- *Proposed New or Updated Policies (any updates to include a redline to the current version)*
- *Any draft RFPs*
- *Any RFP responses*
- *Any new or updated contracts*

The Chappaqua Library Board of Trustees

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<https://www.chappaqualibrary.org/index.php>

Email: board@chappaqualibrary.org

Theater Doors close at 7:00pm

Please turn off all cell phones during the meeting.

