

## Tappan Free Library Board Meeting Minutes – January 13, 2025

**Present:**

Kathleen Keefe-Cooperman, President  
TJ Mignone, Trustee  
Greg DeCola, Trustee  
Beatrice Sonnenshein, Trustee  
Amelia Kalin, Trustee  
Pamela Pekar, Trustee

Sara Nugent, Director  
Anya Berg, Assistant Director

**Absent:**

Victoria Caramante, Treasurer

**No public comment**

**I. Call to Order**

K. Keefe-Cooperman called to order the meeting of the Tappan Free Library Board of Trustees at 6:00pm on Monday, January 13, 2025 announcing a quorum.

**II. Appointment of new Trustees and Vice President**

K. Keefe-Cooperman introduced and congratulated the three new trustees on their appointments: Serving unexpired terms, A. Kalin term to expire 12.31.2025, B. Sonnenshein term to expire 12.31.2026 and serving a full term, Pamela Pekar term to expire 12.31.2029

K. Keefe-Cooperman announced B. Sonnenshein has agreed to fill the vacant Vice President seat with a one-year term expiring 12.31.2025.

K. Keefe-Cooperman made the following motion, seconded by TJ Mignone approved unanimously with none opposed and none abstaining:

**BE IT RESOLVED THAT** the Tappan Free Library Board of Trustees hereby approves the appointment of Amelia Kalin, Beatrice Sonnenshein and Pamela Pekar as Trustees and appoints Beatrice Sonnenshein to serve as Vice President for 2025.

**III. Approval of Minutes**

K. Keefe-Cooperman made the following motion, seconded by G. DeCola approved unanimously with none opposed and none abstaining:

**BE IT RESOLVED THAT** the Tappan Free Library Board of Trustees hereby accepts and approves the minutes from the December 6, 2024 meeting as submitted.

**IV. Budget and Finance Committee/Treasurer's Report**

In V. Caramante's absence, S. Nugent reviewed the financial agenda items.

After discussion of the proposed 2025 Operating Budget,

K. Keefe-Cooperman made the following motion, seconded by B. Sonnenshein approved unanimously with none opposed and none abstaining:

**BE IT RESOLVED THAT** the Tappan Library Board of Trustees hereby adopts the 2025 Budget as presented.

After discussing the soon to mature CDs currently with ConnectOne,

K. Keefe-Cooperman made the following motion, seconded by TJ Mignone approved

**BE IT RESOLVED THAT** the Tappan Library Board of Trustees hereby approves closing out both CDs at ConnectOne at date of maturity and depositing the funds back into the Maines and Capital Projects accounts at Webster Bank.

P. Pekar suggested investigating Visions Credit union as an option for CDs.

Check detail report was reviewed by the Board and signed by K. Keefe-Cooperman. K. Keefe-Cooperman signed checks.

#### **V. Director's Report**

S. Nugent's report reviewed and discussed.

NYS opened the report this past week. All financial and programming data has been entered and checked. RCLS still needs to provide collection statistics which they say will be available during the week of January 20.

S. noted Berard & Associates will begin audit soon, first visit early February, on site Board presentation is confirmed for Monday, April 21.

#### **VI. Committee Reports**

a) **Maintenance/Landscape** – new members G. DeCola and A. Kalin.

G. DeCola will create a building maintenance schedule.

b) **Human Resources/Personnel** – new members K. Keefe-Cooperman, V. Caramante, P. Pekar

#### **VII. Unfinished Business**

None

#### **VIII. New Business**

K. Keefe-Cooperman put forth the Board of Trustees meeting dates for 2025 without objection.

After discussion on the Open Meetings policy,

B. Sonnenshein made the following motion, seconded by A. Kalin approved unanimously with none opposed and none abstaining:

**BE IT RESOLVED THAT** the Tappan Library Board of Trustees hereby accepts and adopts the Open Meeting Policy as presented.

#### **No public comment**

#### **VIII. Adjournment**

B. Sonnenshein motioned to adjourn the Board meeting of the TFL and seconded by G. DeCola all in favor. Meeting adjourned at 6:27pm.