



FINAL MEETING MINUTES
The Chappaqua Library
Board of Trustees Regular Meeting
Monday June 16th, 2025, 7pm
Chappaqua Library Theater

Hybrid format: In-person and by videoconference

The CCSD community are encouraged to attend either in person or by video conference. The Board Packet is posted on the Library website (<https://www.chappaqualibrary.org/index.php/board-of-trustees>) prior to the meeting. Meeting minutes and a video recording, where applicable, will follow on the website at prescribed timing.

Presiding Officer: John Harrison, Vice President

Expected Attendees:

Library Board of Trustees	Library Staff	Invited Guests
In Person:	In Person:	In Person:
John Harrison, Vice President	Jennifer Daddio, Library Director	
Brian Cook	Amy Kaprelian, Staff Assistant	
Jennifer Fahey, Secretary	Presenting:	
Videoconference		Videoconference:
Absent		
George Benack, Finance Officer		
Pam Moskowitz, President		

1. CALL PUBLIC MEETING TO ORDER

A. Emergency Exits

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS

We welcome public comments, but in respect for each others' time, we ask that you limit your comments to three minutes in length. Board members may be contacted via email: board@chappaqualibrary.org. After the public comment period has been completed, Board members may have a discussion among themselves regarding comments presented.

- A. Kristen Acocella from the Friends of the Library came to extend her thanks to the community, the trustees and the library staff for the success of the Library Book Sale this year. The sale raised a record breaking \$25,000 so it was a huge success and the Friends are grateful to everyone who pitched in and made it happen.

4. BOARD ADMINISTRATION

Acceptance of the Minutes of the May 19th, 2025 Regular Meeting

MOTION: **I move that the Board** approve the **Minutes of the May 19th, 2025 Regular Meeting** as drafted.

Motion by: J. Fahey

Second by: J. Harrison

Discussion:

In favor: J. Fahey, J. Harrison, B. Cook, unanimous

Against:

Abstained:

5. FINANCE

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

MOTION: **I move that the Board** approve the May 2025 **Treasurer's Report** prepared by NawrockiSmith including the bills as presented.

Motion by: B. Cook

Second by: J. Fahey

Discussion: George Benack is not in attendance, but he sent word that he has reviewed the report and that there is nothing remarkable. He mentions the possibility of an overpayment to a vendor but Jennifer confirms that Amy Kaprelian was in communication with Kyle at NWS and clarified and that there was not in fact an overpayment.

In favor: J. Fahey, J. Harrison, B. Cook unanimous

Against:

Abstained:

7. LIBRARY DIRECTOR AND DEPARTMENT HEAD REPORTS

- A. Due to an extended time away, Jen does not have a director's report this week, but wants to acknowledge the generosity of the Friends on the new sign that has been installed and

also the success of the recent book sale which always has such a wonderful and festive community atmosphere.

8. COMMITTEE REPORTS

B. Standing Committees:

1. **Finance Committee** – George Benack, Chair
George is absent and there is nothing new to report.
2. **Building and Grounds Committee** – J. Fahey, Chair
J. Fahey shares that she attended recent walk through on the roof with Facilities Manager, Bill Link, David, our custodian and our Asst Director, Robbin who went over David's tasks as part of a concerted and ongoing effort to keep the roof clean to ensure safety as well as health and longevity of the roof.
3. **Personnel Committee** – J. Harrison, Chair
Nothing to add.
4. **Policy / Bylaws Committee** – J. Harrison, Chair
Nothing to add

8. NEW BUSINESS

J. Harrison shares that he learned a lot while attending the recent Westchester Library Association conference. Highlights include a large purchase of land made in Northern Westchester by METRO, a network of local libraries in the area as part of a project called the "Library Field." J. Harrison also shared that there is an agenda on the part of Westchester County to make improvements in the civil service system going forward which could potentially benefit the library.

9. NEXT STEPS / RESPONSIBILITIES

10. NEXT MEETINGS:

Monday July 21st, 2025 at 7pm

11. ADJOURNMENT

MOTION: It is moved that the Board: adjourn the public meeting at _7:21___ pm.

Motion by:

Second by:

In favor:

Against:

Abstained:

Board Packet:

- *Minutes of the prior meetings*
- *Treasurer's Report*
- *Department Head Reports*

- *All Proposed Motions*
- *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

195 South Greeley Avenue

Chappaqua, NY 10514

Website: <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.