

Tappan Free Library

Board Meeting Minutes – January 24, 2026 @10:30am

Present:

Victoria Caramante, President
Kathleen Keefe-Cooperman, Treasurer
Amelia Kalin, Vice President
Pamela Pekar, Trustee
TJ Mignone, Secretary
Beatrice Sonnenshein, Trustee

Sara Nugent, Director

Absent:

Greg DeCola, Trustee

I. Call to Order

V. Caramante called to order the meeting of the Tappan Free Library Board of Trustees at 10:37am on Saturday, January 24, 2026 thanking the trustees for accommodating the date/time change needed in response to the State of Emergency declaration and announcing a quorum.

II. No public comment

III. Approval of Minutes

K. Keefe Cooperman made the following motion, seconded by P. Pekar 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 15, 2025 meeting as submitted.

IV. President's Report – no report

V. Budget and Finance Committee/Treasurer's Report

K. Keefe Cooperman recapped the P&L for 2025 noting some expected over/under variance yet still in line with overall 2025 plan. K. Keefe Cooperman mentioned the renovation project is moving along.

Check detail reports and checks were reviewed and signed by K. Keefe Cooperman. Bank reconciliations were reviewed and signed by V. Caramante.

V. Caramante 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 accepts the Treasurer's report as submitted.

The new signature card for Webster Banks was circulated, ID's collected and new officers signed,

V. Caramante 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 approves adding new 2026 officers (Caramante, Kalin, Keefe-Cooperman & Mignone) as signers to all Webster bank accounts and removing any officers with expired terms (Sonnenshein) from the account.

VI. Director's Report - Report was reviewed.

After discussing a proposed change to the Library's existing 403b plan and vendor,

A. Kalin made the following motion, seconded by K. Keefe Cooperman approved unanimously with none opposed and none abstaining:

BE IT RESOLVED THAT the Tappan Library Board of Trustees hereby accepts the proposal from Mutual of America to serve as the 403b retirement service provider.

VII. Committee Reports

- a) **Maintenance/Landscape** – G. DeCola will work with S. Nugent to draft an RFP
- b) **Human Resources/Personnel** – no report

VIII. Unfinished Business

A. Kalin made the following motion, seconded by K. Keefe Cooperman, all in favor

BE IT RESOLVED THAT the Tappan Free Library Board of Trustees hereby moves into Executive Session at 10:49am, pursuant to NYS Open Meetings Law §105(d) involving proposed, pending, or current litigation. S. Nugent, Director remained in the room.

A. Kalin made the following motion, seconded by K. Keefe Cooperman, all in favor

BE IT RESOLVED THAT the Tappan Free Library Board of Trustees hereby moves to exit Executive Session and to reconvene regular session.

The Board resumed regular session at 10:53am.

IX. New Business:

After discussion and review the proposed Board meeting schedule and in compliance with the Bylaws, it was decided 2026 regular meetings of the Board of Trustees will occur, January, February, April, June, September, November and December. No regular meeting will occur March, May, July, August, October.

X. Adjournment

V. Caramante motioned to adjourn the Board meeting of the TFL and seconded by A. Kalin all in favor. Meeting adjourned at 10:59am.