

July 2023 Library Board of Trustees Meeting

North Castle Public Library

Jul 24, 2023 at 7:00 PM EDT to Jul 24, 2023 at 8:30 PM EDT

<https://northcastleny.zoom.us/j/82797860114?pwd=WnQ4SDhkQ1lnT21RZHE1WmxK2NNdz09>

Agenda

I. Call To Order

II. Executive Session

III. Approval of June 2023 Minutes

IV. Review Warrant 6

The Revenue/Expense Report June 2023 (Period 6) is attached. Total expenses were \$146,402.41.

Thank you to Abbas Sura and Patrick Ricci for their support of NCPL!

The Friends Reports are as follows (see separate Friends Report - General Ledger TE Account).

Total expenses were \$8,857.15

Thank you to the Friends for their continuing support!

V. Town Board Business Update

Councilmember Saleem Hussain will provide an update.

VI. Friends of the Library Update

Friends of the Library President David Fromm will provide an update.

VII. Long Range Plan

VIII. NCPL Updates

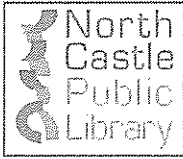
1. Financial Report Review with Abbas Sura - September
2. Armonk Bathrooms
3. NWP Ramp
4. Truss
5. Parking Lot Armonk
6. Roof Leak - Sunroom Addition Armonk

IX. Performance Metrics and Door Counters

1. Door Counters
2. Adult Programs
3. Children's Programs

IX. For the Good of the Order

1. July Board of Trustees Meeting
2. Community Events and Board Involvement: Art Show (potential activities) and 2024 events.
3. Continuing Education



July 2023 Library Board of Trustees Meeting Minutes

North Castle Public Library
Jul 24, 2023 at 7:00 PM EDT

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Attendance

Present:

Members: Diane Borgia, Kathryn Feeley - Director NCPL, Annie Gala, Kim Longo, Dean Roseti, Megan Wilt

Guests: Saleem Hussain - NC Town Board Liaison

Absent:

Members: Steve Harrison


I. Call To Order

7:04 The meeting was called to order

II. Executive Session

The Trustees entered an executive session with Saleem Hussain from 7:05 - 7:42 pm to discuss programming.

III. Approval of June 2023 Minutes

 [June 2023 Library Board of Trustees Meeting Minutes..pdf](#)

Motion:

Motion to approve the June 2023 minutes.

Motion moved by Kim Longo and motion seconded by Annie Gala. All in favor - the motion is passed.


IV. Review Warrant 6

The Revenue/Expense Report June 2023 (Period 6) is attached. Total expenses were \$146,402.41.

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The Friends Reports are as follows (see separate Friends Report - General Ledger TE Account). Total expenses were \$8,857.15

Thank you to the Friends for their continuing support!

 [Lib RevExp June 2023 \(Period 6\).pdf](#)

 [Friends Report June 2023 \(Period 6\).pdf](#)

Motion:

Motion to approve the period 6 warrants.

Motion moved by Dean Roseti and motion seconded by Kim Longo. All in favor - the motion is passed.

Dean would like a meeting with Abbas Sura to better understand the documents. Dean will schedule a meeting with Abbas Sura to get clarity.

V. Town Board Business Update

Councilmember Saleem Hussain will provide an update.

Saleem did not have an update.

VI. Friends of the Library Update

Friends of the Library President David Fromm will provide an update.

David was not present.

VII. Long Range Plan

 [2023 Long Range Plan.pdf](#)

Upon final review of the Long Range Plan document the following changes were requested:

- With Gratitude page
 - reverse the order to thank Kathryn first
 - Friends of the North Castle Public Library President - remove the word President
- Thank you page
 - remove Kathryn Feeley, NCPL Director

Motion:

Motion to accept the Long Range Plan with changes as noted.

Motion moved by Megan Wilt and motion seconded by Dean Roseti. All in favor - the motion is passed.

VIII. NCPL Updates

1. Financial Report Review with Abbas Sura - September
2. Armonk Bathrooms


3. NWP Ramp
4. Truss
5. Parking Lot Armonk
6. Roof Leak - Sunroom Addition Armonk

- 1) Dean will schedule a meeting with Abbas and include Kathryn to better understand the financial reports.
- 2) The Armonk bathrooms are nearing completion.
- 3) The NWP ramp is on the 7/26 Town Board agenda.
- 4) Truss - a call is scheduled Wednesday with B3 engineering to discuss the bid.
- 5) Parking Lot Armonk - Kathryn contacted the building department regarding the condition of the lot and requested repaving.
- 6) The roof in the sunroom started leaking. The roofers have looked at this.

IX. Performance Metrics and Door Counters

1. Door Counters
2. Adult Programs
3. Children's Programs

 [Door Counters 2023.pdf](#)

 [Adult Programs June 2023.xlsx](#)

 [Children's Programs June 2023.xlsx](#)

The door counters in both locations indicate an increase in in-person patrons year over year.

The Children and Adult programs have had good attendance.

X. For the Good of the Order

The next meeting is Sept 11, 7pm in Armonk.

There is still a need to increase the membership on the board.

The meeting adjourned at 8:33 pm