



March 2025 Library Board of Trustees Meeting

North Castle Public Library

Monday, March 10, 2025 at 7:00 PM EDT to Monday, March 10, 2025 at 8:30 PM EDT

19 Whippoorwill Road East, Armonk NY

Meeting Details: <https://northcastleny.zoom.us/j/87508237820>

Agenda

I. Call To Order

II. Approval of February 2025 Minutes

III. Review Warrant

The Revenue/Expense Report for Warrant 2 is attached.

Total expenses were \$105,825.54

Also attached is the final 2024 Revenue/Expense report statement.

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

IV. Town Board Business Report

Councilmember Saleem Hussain will provide an update.

V. Friends of the Library Report

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

The Friends Report for Warrant 2 is attached.

Expenses were \$6,492.25

VI. Library Board President Report

1. Bylaws

VII. Committee Reports

1. Bylaws and Policies
2. Buildings and Grounds
3. Marketing and Technology
4. Strategic Planning

VIII. Library Director Report

The Director's monthly summary report is attached.

IX. For the Good of the Order



March 2025 Library Board of Trustees Meeting

Minutes

North Castle Public Library

3/10/2025 7:00 PM EDT

@ 19 Whipoorwill Road East, Armonk NY

Attendance

Present:

Members: Diane Borgia, Deborah DeMasi, Annie Gala (remote), Steve Harrison (remote), Kim Longo, Dean Roseti

Guests: Kathryn Feeley - NCPL Director (remote), Angela Cooke – NCPL Assistant Director, Susan Grieco - NCPL Reference Librarian

Absent:

Members: Megan Wilt

I. Call To Order

The meeting was called to order at 7:00 pm. It was also recorded.

II. Approval of February 2025 Minutes

 [February 2025 Library Board of Trustees Meeting Minutes 3.10.25.pdf](#)

Motion:

Motion to accept February 2025 Minutes into record with the noted name change to "Susan Geffen".

Motion moved by Diane Borgia and motion seconded by Annie Gala. Motion unanimously passed.

III. Review Warrant

The Revenue/Expense Report for Warrant 2 is attached.

Total expenses were \$105,825.54

Also attached is the final 2024 Revenue/Expense report statement.

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

 [Revenue Expense Feb 2025.pdf](#)

 [FINAL 2024 Library Statement of Revenue Expense.pdf](#)

Motion:

The motion was made to accept Warrant 2 into the record.

Motion moved by Steve Harrison and motion seconded by Dean Roseti. The motion passed unanimously.

IV. Town Board Business Report

Councilmember Saleem Hussain will provide an update.

Saleem was not in attendance.

V. Friends of the Library Report

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

The Friends Report for Warrant 2 is attached.

Expenses were \$6,492.25

 [Friends Report February 2025.pdf](#)

David was not in attendance. Kim provided an overview of the Friends meeting she attended.

VI. Library Board President Report

1. Bylaws

 [NCPL Bylaws - Final DRAFT 02.03.2025.docx](#)

Thanks for all the work this month by all committees

Motion:

The motion was made to accept the new bylaws into the record.

Motion moved by Deborah DeMasi and motion seconded by Dean Roseti. The motion passed unanimously.

VII. Committee Reports

1. Bylaws and Policies
2. Buildings and Grounds
3. Marketing and Technology
4. Strategic Planning

 [Strategy and Planning Status Report 2025-03-10.docx](#)

 [NCPL Friends Gallery Exhibit Policy 3.10.25.docx](#)

 [Packet - Exhibition Application 3.10.25.docx](#)

 [Packet - Exhibitors Policy 3.10.25.docx](#)

 [Packet - North Castle Public Library Gallery Indemnification Agreement 3.10.25.docx](#)

1) Bylaws and Policies: The policy for artwork in the Friends' Gallery is under review. There will be a short policy posted on the website, with the addition of an application. The forms need to be reviewed by the Town Attorney.

2)

Task: ([view in OnBoard](#))

Provide Kathryn an explanation of her questions regarding indemnification to Kathryn to request legal review. Due 3/28/2025 8:45 PM EDT. Assigned to: Deborah DeMasi

Task: ([view in OnBoard](#))

Provide Town indemnification form to Deborah. Due 3/28/2025 8:50 PM EDT. Assigned to: Susan Grieco

Motion:

Friends gallery exhibit policy

Motion moved by Deborah DeMasi and motion seconded by Diane Borgia. all approved

VIII. Library Director Report

The Director's monthly summary report is attached.

 [February 2025 DirectorsSummary.docx](#)

training due this month. send cert to Kathryn and Kim when complete. create a task for this. and the 2 hour training for annual report.

need 2-3 PT, 1 FT lib and 1 FT assist lib. taking 2-3 weeks from posting to hire. Our starting salaries are low. Hiring process has changed. Most people want FT.

IX. For the Good of the Order

adjourn - 7:49