



Whippoorwill Hall

New
Children's Room

Exciting Programs

2014 Accomplishments

Expanded Hours – The library is now open 9 more hours per week in North White Plains and 7 more hours in Armonk.

Improved Programming - 20,667 people attended our library programs -- an increase of 19.4%!

Professional Theater Comes To Town - A new professional theater production group – Hudson Stage Company – agreed to call Whippoorwill Hall their home and presented their first production, "The God Game," in October.

Additional Digital Content and Use - The library implemented a new, more useful, and simpler website, and increased overall electronic services use by 7.8%.

Committed, Dedicated Staff – We renegotiated the contract with our employees ensuring continuity of service and fairness to the community and to our employees.

Improved Energy Efficiency and Facility Modernization – The library made significant investments in our facilities, adding more energy efficient systems, enhancing our technology offerings, and modernizing several library areas, most notably the Armonk Children's Room. These investments were all made without any tax increase.

Increased Fiscal Discipline - We reengineered library costs realigning them to the current and future needs of our community. This allowed our library's budget to remain flat while we continue to expand its services. We doubled our Reserve Fund Balance over the last two years which will help us fund future improvements without increasing the cost to taxpayers.

“Community Center for the Mind”



Thank you! The North Castle community has been wonderful in its support of our library branches in both Armonk and North White Plains, and we're tremendously grateful. We appreciate every visit and take the input you give us very seriously, all in an effort to improve our services. We're constantly looking for ways to serve you better, and our chief goal is to become the primary educational and cultural hub for our ENTIRE community – from children to seniors...your “Community Center for the Mind.”

Our library, like all libraries, needs to change and evolve as technology advances. While traditional services continue to be important, an entirely new set of requirements have emerged. In anticipating the community's needs and desires, our focus has been on three major strategic elements:

- **Extending our services** into new areas (both physical and electronic) that address your current and future needs. We have become a 24/7 operation, giving you online access to our services anytime, anywhere.
- **Increasing our programming offerings** for children, young adults and adults. This was an area of great success for us in 2014.
- **Growing the circulation** of the many items we have in our collection. This includes both physical items like books and DVDs and electronic items like E-books and music downloads.

The trustees and staff of the North Castle Public Library are committed to delivering this change and positive progress. In this first ever Annual Report, we will present our progress in each of these areas and describe our future goals. We welcome your input at

suggestionsncpl@wlsmail.org

The Trustees and Staff of the North Castle Public Library

Services

We are very pleased to have expanded our services in 2014, focusing on the services that are most important to you - our customers. In 2014, we greatly expanded our hours of operation, implemented a redesigned website allowing our services to be accessed 24/7, and increased our electronic offerings to include new databases and other downloadables. For example, we now offer ARTEMIS, a literary database used by patrons of all ages that became a significant resource for Byram Hills' eleventh graders as worked on their Junior Author papers.

Expanded Services

Extended Hours – 9 hours per week added in North White Plains and 7 hours per week added in Armonk.

Increased Digital Content – Additional digital materials, a new website and new databases.

Growing Investment in Materials both print and digital.

Programming

Our programming has been a very positive area for our library with significant 2014 growth in both number of programs and number of attendees. We began our programming changes in 2013 with a significant increase in number of programs coupled with moving a large part of our programming in-house to our very talented staff. In 2014, we began reorganizing our library to provide more space for programming and we added a new production theater group – Hudson Stage Company. The combination of these actions has allowed us to expand our programming without incremental cost. These actions resulted in an amazing 19.4% annual growth in programming attendance in 2014.

Circulation

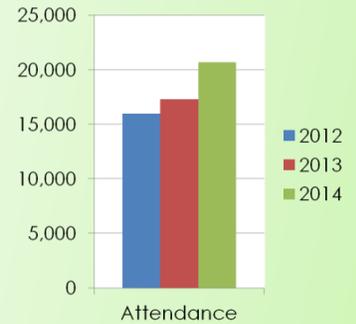
Circulation is our biggest challenge. In the second half of 2014, we implemented plans to reverse a decade-long trend of declining circulation. Critical components of this plan include a \$40,000 annual increase in our materials budget (both physical and electronic), an expansion of library hours, and the improvement of our facilities to better display/promote our collection. Although implementation of these plans only began in late 2014, we have already seen improvement in our circulation that we believe will result in very positive results in 2015 and beyond.

Financial Management

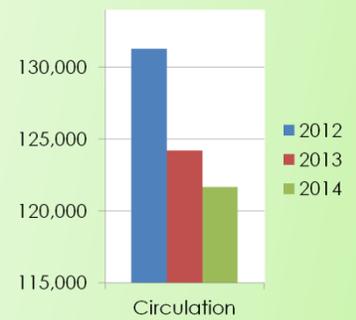
Change is often not free...but in this case it has been! Before we started implementing our strategy we took a number of actions to enable change. These actions included:

- **Restructuring our finances** to enable expansion of our services without increasing our budget. We looked at all that we do and found ways to improve efficiency. As a result, we were able to restructure over \$100,000 of our budget to address our new requirements. In addition, we focused on rebuilding our reserve fund balance which allows us to support one-time improvements of our facilities. This focus has led to a doubling of our fund balance over the last two years to its year end 2014 total of \$278,000.
- **Capital investment to improve our facilities** and support the expansion of services. We invested over \$100,000 in modernizing our facilities to better support your current and future needs. We installed more energy-efficient heating and cooling solutions, added state of the art technology, and modernized many of our facilities.

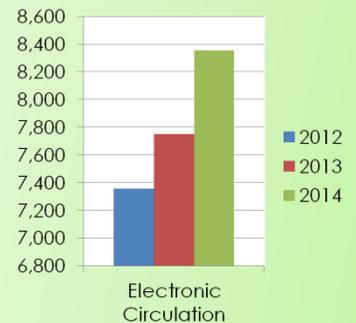
Program Attendance



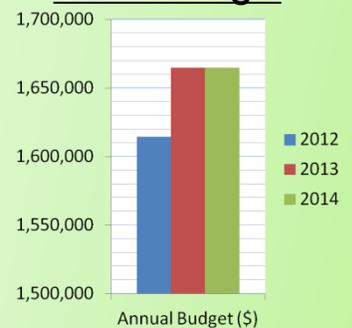
Total Circulation



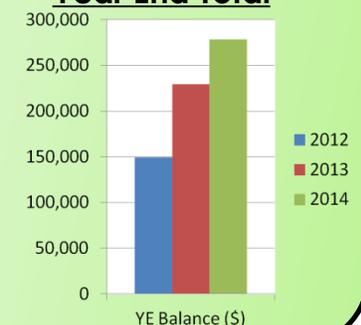
Electronic Circulation



Annual Budget



Fund Balance: Year End Total



Financial Statement

REVENUES	Original Budget	YTD Actual	Encumbered	Fund Balance
Property Taxes	1,596,509	1,596,509		
Fines & Charges	20,000	13,890		
Rentals	17,000	14,159		
Donations	500	2,837		
State Aid	3,200	11,344		
Other	2,200	2,605		
Fund Balance	25,439	0		
Total Revenues	1,664,848	1,641,344		
EXPENSES				
Salaries	884,477	809,212		
Social Security	67,665	60,116		
NYS Retirement	157,815	139,798		
Workers Comp	7,458	7,092		
NYS Unemployment	0	1,812		
Hospital & Medical	182,270	150,612		
Professional Fees	37,000	24,685		
Books, AV, Periodicals	107,560	127,424		
WLS Fees & Charges	71,800	51,030		
Technology	16,200	23,262		
Facility Maint. & Repair	22,500	89,984		
Fuel & Utilities	49,000	38,427		
Administrative/Other	61,103	39,049		
Bookcases/Other			29,851	
Total Expenses	1,664,848	1,562,503	29,851	
Fund Balance Increase				48,989
Fund Balance - YE 2014				278,471

Key Partner



Friends of the North Castle Public Library, Inc.

Sponsors of the Armonk Outdoor Art Show and the Armonk Players

We are fortunate to have a great partner in the Friends of the North Castle Public Library. This non-profit all volunteer organization is a big part our success. Their fundraising, including the renowned Armonk Outdoor Art Show, enables them to fund many library enhancements not supported by our tax dollars. In 2014, the Friends made major contributions to many areas, including our programming. Mark your calendars – 2015 Armonk Outdoor Art Show – September 26-27, 2015. Thank you, Friends!

The Future

Our future will have many challenges and opportunities. We plan to continue our improvement in the areas we have already discussed but we have two big projects we are focused on in 2015-2016:

- **Modernization of Armonk Children's Area** – This is the busiest area in our library and much in need of physical improvement to improve its ability to flexibly serve our community. Initial plans are in place...watch for exciting upgrades to this space early in 2015.
- **Expansion of the North White Plains Library Space** – This is also a heavily used space that warrants expansion. More than 20% of our volume in circulation and programming occurs in the less than 10% of the space of our total library. We are investigating alternatives to grow our this important library facility.