



AGENDA FOR BOARD OF TRUSTEES MEETING

MONDAY, MARCH 12, 2018 AT 7:30PM

- ❖ Approval of Minutes – February 12, 2018
- ❖ Approval of the 2017 NYS Report
- ❖ Review of NCPL Financial Challenges
- ❖ Approval of YA Room Furniture Purchase
- ❖ Approval to Amend Whippoorwill Hall Policy
- ❖ Approval of 2018 Warrant 2
- ❖ Review of YTD Revenue and Expense
- ❖ Review of YTD Performance Metrics
- ❖ Brainstorming – Discussion of how to manage disruption of current and planned construction projects

North Castle Public Library

Library Board of Trustee Minutes – March 12, 2018

Sean Ryan called meeting to order at 8:15PM

In attendance:

Trustees: Jennifer Paulson Lee, Jerry March, Stephanie Paul and Sean Ryan.

Library: Edie Martimucci

Friends: Marilyn Heimerdinger

Key Votes/Review

- **Approval of the Minutes for the February 12, 2018 NCPL Board of Trustees meeting.** Jerry made motion to approve the minutes. Jennifer seconded. All were in favor.
- **Approval of the 2017 NYS Public Library Report.** Jennifer made the motion to approve and Jerry seconded. All were in favor. Thank you to Edie Martimucci for her work compiling the report and thank you to the entire NCPL staff for the outstanding results reflected in this report!
- **NCPL 2017 Warrant 2 (AP GL Report).** Total expenses included in 2017 Warrant 2 are \$42,929.06 of which the Friends are paying \$7,409.05. Thank you Friends for your continuing support. Scott Stopnik has reviewed all invoices in this warrant and supports its approval. Jerry made the motion to approve and Stephanie seconded. All were in favor.
- **Review of NCPL 2018 YTD Revenue & Expense Reports** (thru March 9, 2018). NCPL YTD financial results remain strong. Significant progress has been made on the renovation of the new YA Room and the future Friends' Gallery. Thank you to Steve Gallo for his leadership on these projects!
- **Approval to purchase furniture for the new YA Room from the Library Trust Fund.** This includes expenditure of \$33,411 for Palmieri furniture to be purchased from A.R. Kropp & Sons (a Service Disabled Veteran Owned Small Business) that includes a NYS Contract Discount of 44%. Stephanie made the motion and Jerry seconded. All were in favor.
- **Review of our performance metrics** - February performance metrics were discussed. Current understaffing and, especially current construction disruption in Armonk, are negatively impacting these results. North White Plains performance remains strong – thank you to Susan Grieco! Thank you also to Virginia Garcia for all her work on performance metrics!!!

The meeting was adjourned at 9:15PM. Our next meeting will be at 7:30pm on April 9, 2018.

Respectfully submitted by,

Sean Ryan