

North Castle Public Library
19 Whipoorwill Rd. East
Armonk, NY 10504

Meeting of the Library Board of Trustees-January 7,2013

Sean Ryan called the meeting to order at 7:40.

Present-Board

Jeanne Lapsker
Sean Ryan
David Charney
John Naclerio
Jennifer Paulson Lee
MaryBeth Weisner-(via conference line)

Library Director-Cris Ansnes

Friends of the Library-Marilyn Heimerdinger

Town Board Liaison-Michael Schiliro

Others-Joan Goldberg-Town Administrator

Faith Berland-Town Comptroller
Scott Stopnik

Approval of the Agenda-The Agenda was unanimously approved.

Approval of the Minutes-The Minutes were unanimously approved.

President's Report- Sean addressed the inevitable gridlock in the library's ability to provide basic library services (materials and technology) if our budget continues to move forward as it has over the last few years. It is our commitment as the BOT to painstakingly detail and streamline all operations of the library so that the library is functioning as efficiently as possible. To this end, we have created two major committees within the BOT: 1) A Financial Analytical Committee headed by John Naclerio and 2) A Staffing Task Committee headed by Jeanne Lapsker. We will diligently go through the library operations to first understand exactly how the library operates, what needs to happen on a day to day basis and assist to streamline those tasks. The library staff will be asked to work on this so we can better understand from a financial point of view where we can save money. With this collected data, we will be able to work in cooperation with the town board and the town's Finance Dept. to creatively focus our objectives so that the library can maintain its relevance and build its value to the No. Castle community, thus allow for the transformation necessary to address and be poised for the future. It is our hope to build and strengthen partnerships with the Town Board and with local businesses. There was a suggestion for us to coordinate our programming with the Recreation Dept. One of the objectives of the Finance Committee is to create a long term plan to address known and unknown issues such as building maintenance, and have funds allocated for those types of problems. Sean suggested John create a fund for roof replacement. David spoke of the library of today as an educational hub and will be directing our library's Transformation Committee to create future goals for NCPL while observing operations at other libraries for benchmarking ideas, including a virtual library.

Sean requested a reformat of the library meetings to reduce the amount of time of the meetings. All documents that need to be voted upon should be distributed prior to the meetings. David requested a

universal format for the Director's Report so that we can review data more quickly, to understand pertinent information to the actual use of the library and how we can best point library services where they are needed and wanted by the community.

Officers for 2013:

Sean Ryan-President and Chairman of the Board
David Charney-VP and Chairman of Library Transformation
John Naclerio-Treasurer and Chairman of Finance
Jennifer Paulson Lee-Secretary
MaryBeth Weisner and Jerry March-Co-Chairs of Library Relationship Committee
Cris pointed out that the by-laws need to be amended since these titles do not currently exist.

Financial Report- November and December have not been closed. The October statement was distributed.

Action of Bills- Warrant 13 for \$8,817.07 was unanimously approved.
Warrant 1 for \$16,745.02 was unanimously approved.

Director's Report-New procedures are in place for reviewing the warrants by the Finance Dept. This will take more time and checks are not being sent to the vendors as quickly as in the past. Personal reimbursements could also become problematic. The Town Administrator will now review all job listings. Reimbursement for mileage has go up to 56.5 cents a mile. The packet to nominate the Friends for the Community category of the Arts Westchester Arts Award was submitted. It included a very impressive set of letters from individuals, to include Supervisor Howard Arden and Councilman Mike Schiliro. The lighting at the No. White Plains Branch needs to be replaced. We will be looking at different options. The film company that Cris had contacted in the hope of using the library as a set for a film has put the project on hold. They are rewriting the script. The January-June calendars were mailed in December and programming has resumed.

Mike Schiliro reported on behalf of the Town Board.

Marilyn Heimerdinger reported on behalf of the Friends.

Renewal of the contract with allaboutarmonk for \$250. a month was discussed and the contract was unanimously renewed for the first three months of 2013.

Dolphin's application for \$69,721.51 payment was reviewed and unanimously approved. Final payment will be due once the punch list is complete.

The meeting went into Executive Session at 9:30.

The next meeting will be held on Monday, February 11 at 7:30.

Submitted by Jennifer Paulson Lee