

# North Castle Public Library

## Library Board of Trustee Minutes – July 13, 2015

The meeting was called to order at 7:30PM

### In attendance:

**Trustees:** Lisa Meyer Chorne, Jeanne Lapsker, Jerry March, Stephanie Paul, Sean Ryan and Scott Stopnik.

**Library:** Megan Dean, Edie Martimucci

**Town Board Liaison:** Barbara DiGiacinto

**Approval of Minutes:** A motion to approve the June 8, 2015 minutes was made by Jerry and seconded by Lisa. All were in favor.

**Approval of Warrant:** Warrant No. 6 was distributed and approved. The total expenses included in the warrant are \$44,432.00 of which the Friends will be paying for \$4,937.29. Thank you, Friends!! A motion to approve Warrant No. 6 was made by Stephanie and seconded by Jerry. All were in favor.

### Key Votes summary:

- Scott made a motion and Jeanne seconded to (1) approve the creation of a new position – Youth Service Program Assistant - under the supervision of the Assistant Director of Youth Services. Megan to work on approval of the position by Civil Service; and (2) Gabrielle Madera be promoted into this 25 hour/week position at a salary of \$26.23 effective August 1, 2015. This position is critical to NCPL's creation and delivery of youth services programming in both Armonk and North White Plains. All were in favor.
- Jeanne made a motion and Scott seconded to approve hiring 2 hourly librarians (max 16.5 hours/week) – Susan Grebe Kramer and Yiwen Wang – to help with coverage. Both librarians will have starting salaries of \$23.00 per hour and start dates of July 14, 2015. All were in favor.

**Break Room Renovation:** Revisions to the planned break room renovation were reviewed. This involves two changes – (1) creation of a new door and ADA compliant ramp from the northeast corner of the Michelman Room into the break room and (2) closing off the current door from the Michelman Room to the break room hall and moving displaced bookshelves into the closed off space. The planned schedule for this project is late August/early September during a break in children's programming. This project will remediate existing environmental issues.

**NYS 2015-2018 Library Construction Grant Application:** - Submission of a construction grant for a project to expand the North White Plains library branch was discussed. The current due date for applications is August 21, 2015. It was agreed that we should submit an application for the 2015-2018 cycle. Edie and Sean will work with Joan Goldberg and Matt Trainor to define the best solution for our initial submission and to build a supporting presentation to define and justify this project/application.

**Magazine Room:** Edie made a proposal that we move the materials shelved in the Magazine Room to the Elson Room focusing the Magazine Room on programming

which would eliminate many of the conflicts between quiet study and programming. This might also provide the opportunity to build an art gallery to leverage the great work done by the Friends with their art show. This would require installation of more study carrels and bookshelves in the Elson Room. All were in favor. Edie will prepare a more detailed proposal and work with the Friends on the idea of creating a gallery and their ability to assist with the new furniture.

The meeting was adjourned at 9:00PM.

Our next meeting will take place on September 14, 2015.

Respectfully submitted by,

Sean C. Ryan