



AGENDA FOR BOARD OF TRUSTEES MEETING

MONDAY, SEPT 13, 2021 AT 7:00PM

- Approval of Minutes for the July 12,2021 NCPL Board of Trustees meeting
- Approval of NCPL 2020 Warrant 7 and 8
- Review of NCPL 2020 YTD Revenue and Expense Reports
- Approval of Option and transfer of funds for Truss Repair
- Approval to hire Jayne Preiser and Joseph Brigante as hourly Pages
- Consider revision to Whippoorwill Hall Policy
- Approval of AR Kropp proposal for Children's room build-ins
- Approval of Arcari & Iovino proposal for North White Plains handicap ramp to deck
- Review of Capital Projects summary sheet by Finance
- Review of proposed 2022 budget needs

North Castle Public Library

Library Board of Trustees Minutes Sept 13, 2021

This meeting was a Zoom meeting due to COVID-19 restrictions. It was recorded and a transcript will be available.

Scott Stopnik called meeting to order at: 7:02pm

In Attendance :

Trustees: Diane Borgia, Jeanne Lapsker, Kim Longo, Brian Harp, Stephanie Paul, Farva Jafri

Absent: Scott Stopnik

Library: Edie Martimucci,

Friends: Barbara Vircillo

Town: Saleem Hussain - absent

Key Votes/Review:

- **Approval of Minutes for the July 12, NCPL Board of Trustees meeting** (attached). Thank you, Diane!
 - Motion to approve – Diane
 - Second - Stephanie
- **Approval of NCPL 2021 Warrant 7 and 8** (AP GL Reports are attached). Total expenses included in Warrant 7 are \$24,581.05 of which the Friends are paying \$2,084.31. Warrant 8 is \$29,065.89 of which the Friends are paying \$3,508.06, Thank you to the Friends for their continuing support! Stephanie Paul has reviewed all invoices in the warrant and supports their approval. Thanks to Abbas Sura and Patrick Ricci for their financial support of NCPL!
 - Motion to approve warrant 7– Stephanie
 - Second – Kim
 - All in favor
 - Motion to approve warrant 8 – Brian
 - Second – Stephanie
 - All in favor
- **Review of NCPL 2021 YTD Revenue and Expense Reports** (attached in two formats through June 30)
- **Approval of B3 proposal and transfer of funds:** (proposal attached)

Repair and cover up may not look as nice as a new truss.

New truss may be difficult to get into the building but will last much longer.

The new truss is less expensive.

Open questions for Edie's follow-up:

- Is there a time difference in getting the new trusses vs repair?
- What are the construction costs for the 2 different options?

Edie will ask the engineer to provide more detail on the pricing.

Put this on hold until next meeting.

- **Approval to:** Hire Jayne Preiser and Joseph Brigante as an hourly Pages @ \$15.00 per hour Effective September 13, 2021. Resumes attached
 - These are entry level positions in this field - evenings, weekends, hourly as needed
 - Joseph is changing his focus, Jayne is looking for a position that allows her to be with her children.
 - Motion to approve Jayne – Diane
 - Second – Stephanie
 - All in favor
 - Motion to approve Joseph – Brian
 - Second – Kim
 - All in favor
- **Approval of AR Kropp proposal:** For furnishing in the new children's room extension in the amount of \$8,066.00
 - Motion to approve – Favra
 - Second – Diane
 - All in favor
- **Approval of Arcari & Iovino:** Proposal to design handicap ramp at the North White Plains branch.
 - Matt and Kevin are looking to have the ramp up front off the main walkway. There will be new landscaping
 - Motion – Stephanie
 - Second – Kim
 - All in favor
- **Review of Capital Accounts:** (no action needed)
- **Review of 2022 Budget** (worksheet Attached)

Friends:

Art show next week. Kim was posting posters; Stephanie will help with booth. Masks will be required even outside; vendors need to be vaccinated or have a negative test. 200 have purchased online so far. Discounts for online purchase. Postcards went out.

NWP construction:

Repairs are underway in the men's room. The branch was closed early today and will be closed tomorrow as well. These were the only closures. There are 2 months remaining in the schedule. Once men's room approved, then work in the woman's room with shower will begin. New roof is complete and was fine during the storms.

Armonk:

Whippoorwill hall – who can use this? Want to add this line to restrict any religious services in the Hall. Scott will be asked to write this up and send for approval

New business

- 1) Website committee status – Brian's wife is ready to facilitate a design thinking workshop to define the personas that will use the web site and the functions performed. This is logical next step.
 - a. Need to schedule about 3 hours for initial meeting with the board and library staff
 - b. M-F 10-5 staff is there.
 - c. Will send a poll to find dates
- 2) Sign for NWP – Saleem is absent. Susan has no response from Jamie or Kevin. This has been over 2 years. Should we write to Kevin Hayes as town administrator?.

- 3) What is the status of the strategy document? And we have the survey. We need a review of the survey results and bring notes to the next meeting to complete. We need a subcommittee to move this along – Kim will work on this. Also engage Scott. Survey results were distributed July 12.

Motion to adjourn - 8:14 – Diane
Second – Brian
All in favor

Respectfully submitted

Diane Borgia
Secretary