



AGENDA FOR BOARD OF TRUSTEES
MEETING
MONDAY, SEPTEMBER 12, 2016 AT
7:30PM

- ❖ Approval of Minutes – July 11, 2016
- ❖ Approval of 2016 Warrants 7 & 8
- ❖ Review of YTD Revenue and Expense
- ❖ Review of Performance Metrics
- ❖ Key Votes:
 - NCPL 2017 Budget Submission
 - 2017-2021 Free Direct Action Plan
 - NYS Library Construction Grants
 - Personnel

Brainstorming – Digital Circulation

North Castle Public Library

Library Board of Trustee Minutes – September 12, 2016

Sean Ryan called meeting to order at 7:32PM.

In attendance:

Trustees: David Charney, Lisa Meyer Chorne, Jeanne Lapsker, Jennifer Paulson Lee, Jerry March, Stephanie Paul, Sean Ryan and Scott Stopnik.

Library: Megan Dean, Edie Martimucci

Friends: Marilyn Heimerdinger

Approval of Minutes: A motion to approve the July 11, 2016 minutes was made by Jerry and Stephanie seconded. All were in favor.

Approval of NCPL 2016 Warrant 7: Total expenses included in Warrant 7 are \$26,700.05 of which the Friends are paying \$11,002.22. Thank you Friends for your continuing support!!! David made motion to approve, Jerry seconded. All were in favor.

Approval of NCPL 2016 Warrant 8: Total expenses included in Warrant 8 are for \$34,509.45 of which the Friends are paying \$10,087.21. Thank you Friends for your continuing support!!! David made motion to approve, Jerry seconded. All were in favor.

Key Votes:

Approval to hire Anne Beier as an hourly librarian effective August 29, 2016 at an hourly rate of \$24/hour. A motion to approve was made by Jeanne, Lisa seconded. All were in favor.

Approval to hire Julio Lazo as an hourly page effective September 12, 2016 at an hourly rate of \$11/hour. A motion to approve was made by Jeanne, Lisa seconded. All were in favor.

Approval to increase the hourly pay of Susanne Meccio from \$11/hour to \$13/hour effective September 12, 2016. A motion to approve was made by Jeanne, Jennifer seconded. All were in favor.

Approval of the 2017 NCPL Budget submission - David made motion to approve, Jeanne seconded. All were in favor.

Approval of the 2017-2021 Free Direct Action Plan: This plan item in the WLS Plan of Service for 2017-2021 includes a change on Page 1 in the second paragraph under Section 1 (see *bold underscored* sentence): **For individuals meeting more than one of the eligibility requirements, the local library status will be determined based on the priority order of where they: (1) live, (2) work, (3) go to school or (4) own real property.** Member libraries shall require proof of eligibility before issuing a system-wide borrower's card. Jennifer made motion. Jerry seconded. All were in favor.

Approval of an increase in our two 2016 - 2019 NYS Library Construction Grant Applications: our two grant applications (NWP and Armonk) have now been submitted for a total investment of \$410,356. Scott made motion to approve the increase to \$410,356, David seconded. All were in favor. It was further agreed that Edie and Sean will work with WLS through

their approval process to determine if adjustments are required to our applications. If it is determined that an adjustment is required, the applications will be reviewed/approved in a future Trustee meeting.

Brainstorming Session: In this discussion, the board discussed options to improve digital circulation. David recommended we address this opportunity with three focused initiatives – (1) Marketing, (2) Statistics and (3) Community. New initiatives will be spearheaded by Jerry to get our marketing plan into action. It was agreed that Jerry would lead marketing, David community and Sean statistics.

The Board held an executive session.

The meeting was adjourned at 9:14PM. Our next meeting will take place on October 10, 2016.

Respectfully submitted by,

Jennifer Paulson Lee