

North Castle Public Library

Library Board of Trustee Minutes – February 9, 2015

The meeting was called to order at 7:30PM

In attendance:

Trustees: David Charney, Lisa Meyer Chorne, Jerry March, Stephanie Paul, Sean Ryan and Scott Stopnik.

Library: Edie Martimucci

Approval of Minutes: A motion to approve the January 12, 2015 minutes was made by Scott and seconded by Stephanie. All were in favor.

Approval of Warrant: Warrant No.1 was distributed and approved. The total expenses included in the warrant are \$126,630.90 of which the Friends will be paying for \$5,748.37. Thank you, Friends!! A motion to approve Warrant No. 1 was made by Jerry and seconded by David. All were in favor.

Key Votes summary:

- Proposal was made for expenditure of \$1,000.00 for new furniture and repair of existing furniture for the Armonk children's room and new reading room. Scott moved and Jerry seconded. All were in favor.
- Proposal was made for lighting in the new children's reading room. Lighting solution includes plexiglass clouds designed by reading room designer and an integrated LED fixture. Cost is estimated at \$8,000.00. David requested that the solution we approve be dimmable. Scott moved that we approve a dimmable solution and Jerry seconded. All were in favor.
- Proposal was made to make winter hours year round in Armonk (increase of 14 hours per week for 12 weeks per year) and to add Sunday hours in North White Plains year round (increase of 5 hours per week for 52 weeks per year). David moved and Lisa seconded. All were in favor.

2015 NCPL Goals/Annual Report Brainstorming Session:

David led a discussion/brainstorming session to identify goals for NCPL in 2015. Thank you, David!!! The intent of the discussion was to generate ideas of what we want to see as 2015 accomplishments in next year's annual report. Key areas of 2015 desired accomplishment that were discussed include:

- Improve North White Plains branch – increase available space, materials and programming. Package improvements in our 2015-17 NYS Library Construction Grant Application. Collaborate with recreation department and town.
- Integrate library into citizen's lives more - improve marketing, link with chamber of commerce and businesses, have non-users become users, tie programming to people's lives.
- Attract new/non-users of the library to NCPL.
- Increase circulation.
- Increase programming.
- Increase teen involvement and create a teen advisory council.

- Create library sponsored off-site activities (Calder Center, Wampus Brook Park, “glass house”, The Bristol, etc.).
- Improve marketing/email efficiency/2-way dialog (i.e. inbound input as well), create targeted lists (i.e. NWP-specific), improve use of Constant Contact, add people to our distribution list.
- Better use of and plans for Whippoorwill Hall – i.e. concerts, battle of the bands, programming, expansion from theater base.
- Increase staff training in areas like customer service. Align skill sets to NCPL strategy and plans.

The meeting was adjourned at 9:00PM. Our next meeting will take place on March 9, 2015.

Respectfully submitted by,

Sean C.Ryan