

North Castle Public Library

Library Board of Trustee Minutes – January 12, 2015

Sean Ryan called meeting to order at 7:35PM

In attendance:

Trustees: David Charney, Jeanne Lapsker, Scott Stopick, Jennifer Paulson Lee, Stephanie Paul and Sean Ryan.

Prospective Board Member: Lisa Meyer Chorne

Friends: Marilyn Heimerdinger

Town: Barbara W. DiGiacinto

Library: Susan Grieco , Edie Martimucci

Approval of Minutes: A motion to approve the December 8, 2014 minutes was made by David and seconded by Jeanne. All were in favor.

Approval of Warrant: Warrant No.12 was distributed and approved. The total expenses included in the warrant are \$40,995.03 of which the Friends will be paying for \$5,897.97. Thank you, Friends!! Motion to approve was made by Stephanie and seconded by Jeanne. All were in favor.

NCPL Annual Report: Sean recommended that we publish a first ever Annual Report for the library. The intent of this document is to explain to our community how we are spending their tax dollars. Jerry will be working on editing the document and Sean asked that everyone provide their input to Jerry and himself as soon as possible. The intent is to publish the Annual Report in late January.

North White Plains Brainstorming Session:

Jennifer led a discussion and brainstorming session regarding developing our library in North White Plains and improving its service to the community. The intent of the discussion was to generate ideas of what could be done and what we need to do to get it done. Topics/suggestions discussed included:

- We need to find an effective way to collect community input.
- We need to improve the appearance of the facility. For example, utilize outdoor improvements such as walkways, lamp posts and potentially an improved playground. Collaboration with the NWP Beautification Committee was recommended. We should also evaluate connection with the Kensico Plaza.
- We should consider hiring an architect once we have defined our requirements.
- We should add space for both a larger collection and programming. Space should be added in a way that allows flexible use.
- Our evaluation and planning should be done collaboratively with the Recreation department. Matt Trainor has expressed an interest in this type collaborative work.
- Barbara offered to address this opportunity in one of her upcoming NWP town hall meetings.

Key Votes summary:

- It was proposed that Virginia Garcia be approved to take a publishing software course at Westchester Community College to support her current technical role at the library. Jeanne made motion and Jennifer seconded. All were in favor.
- Shalini Hathurusinghe was recommended for a salary increase to \$13/hour effective January 1, 2015. Jeanne made the motion and Scott seconded. All were in favor.
- Sean recommended as a precautionary step before renovation of the Childrens Room that we have an environmental cleanup of asbestos in the mastic in that part of the building. Sean emphasized that both air quality and surfaces in that space (shelves, books, etc) were thoroughly tested by EMC, Inc., an environmental consulting, testing and abatement company. All tests were "None Detected" for asbestos fibers. Estimated cost of abatement is \$20K. Scott made motion and Jennifer seconded. All were in favor.
- Approval was reached to start the process of removing of stairwell in the magazine room, including hiring an engineer to assess and assist in planning the job. This will precede the proposed renovation to the break room. Jennifer made motion and Scott seconded. All were in favor.
- Approval to hire Catherine Athas as an as needed page at \$11/hour and an effective start date of January 19, 2015 was requested by the head librarians. Scott moved to hire, David seconded and all were in favor.

The meeting was adjourned at 9:02 pm. Our next meeting will take place on February 9, 2015.

Respectfully submitted by,

Jennifer Paulson Lee