



June 13, 2022 Library Board Meeting Minutes

North Castle Public Library
Jun 13, 2022 at 7:30 PM EDT

Attendance

Members Present:

Steven Harrison, Kim Longo, Stephanie Paul, Scott Stopnik

Members Absent:

Diane Borgia

Guests Present:

Saleem Hussain - Town Board, Kathryn Feeley - NCPL Director, David Fromm - Friends of the NCPL, Angela Cooke - NCPL, Susan Grieco - NCPL, Nicole Blum - Art Show

I. Call to order

Scott Stopnik called the meeting to order at 7:40pm.

A quorum was present.

First-time attendees introduced themselves:

Kathryn Feeley - Library Director

Steve Harrison - Trustee

David Fromm - Friends of the North Castle Library

II. Review minutes

 [May 9, 2022 Library Board Meeting Minutes.pdf](#)

Motion:

Motion to approve the May 9, 2022 meeting Minutes.

Motion moved by Stephanie Paul and motion seconded by Kim Longo. Steve Harrison Abstained. All others in favor.

III. Discussion: Art of Storytelling Exhibition Event (Presenters: Nicole Blum)

 [Art of Storytelling Exhibition Proposal.pdf](#)

Nicole Blum, Managing Director of the Friends of the North Castle Public Library Art Show, presented the "Art of Storytelling Exhibition" proposal. This is a fundraiser being planned by the Friends in conjunction with the 60th Annual Art Show. The Friends are requesting use of the Armonk Library as a venue for this event, to take place the evening

of Thursday, September 29, 2022 for approximately 1.5-2 hours. Target guest count is 150-200. A silent auction of artwork created by artists participating in the Art Show will be featured. Cocktails and passed hors d'oeuvres will be served. There are several timing and logistical issues to be considered. Nicole will discuss these issues further with Kathryn Feeley and a decision will be tabled until the next Board meeting.

Task: ([view in OnBoard](#))

Add this item to the Agenda for the July 11, 2022 meeting. Assigned to: Kathryn Feeley

IV. Review Warrant 5

(AP GL Reports are attached). Total expenses included in Warrant 5 are \$42,133.22 of which the Friends are paying \$4,413.36. 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!

 [Lib ApGL June 10 2022 \(3\).pdf](#)

 [Lib RevExp June 10 2022 \(2\).pdf](#)

Motion:

Motion to approve Warrant 5.

Motion moved by Stephanie Paul and motion seconded by Scott Stopnik. All approved.

Task: ([view in OnBoard](#))

Set up an informational workshop for the purpose of reviewing Library financial documents in depth with Trustees. Due July 11, 2022 at 7:30 AM EDT. Assigned to: Kathryn Feeley

V. Performance Measures & Door Counters

 [Armonk NWP Programs May 2022.pdf](#)

 [Door_counters_2022.pdf](#)

It was agreed that a comparison of 2022 Program and Door Counter statistics to 2021 is not particularly useful as the Library was forced to reduce services throughout 2020 and 2021 due to the pandemic. A comparison to 2019 may provide more meaningful insight.

VI. Discussion: Katonah Classic Stage contract

 [Hudson Stage Co. Agreement.pdf](#)

 [new_contract_Katonah.Classic.Stage.2022.doc](#)

It was agreed that pricing for the Hudson Stage Company Agreement would remain the same as the prior contract.

Task: ([view in OnBoard](#))

Library staff to reach out to the Katonah Stage Company regarding availability of Whippoorwill Hall for Fall 2022 and Spring 2023. Due June 26, 2022 at 10:20 AM EDT.

VII. Discussion: Armonk Bathroom Update

Kathryn Feeley met with the Contractor and Steve Gallo, Library Custodian, regarding the Armonk Library bathroom renovations. The grant deadline for completion of this project is June 30, 2022. The Contractor believes he can meet this deadline.

Task: ([view in OnBoard](#))

Send an e-mail to Chris Burdick, New York State Assemblymember, apprising him of this deadline and requesting assistance in the event the deadline cannot be met. Copy Scott Stopnik.

VIII. Discussion: Juneteenth Holiday

Although Juneteenth is now officially recognized as a federal holiday in the U.S., the Library will follow the Town and remain open this year. This date should be considered when creating the holiday schedule for 2023.

IX. Discussion: Truss Repair


 [North Castle Library StructDwgs 2022-0523.pdf](#)

Motion:

Motion to send the truss repair specs out to bid.

Motion moved by Scott Stopnik and motion seconded by Kim Longo. All in favor.

X. Please review and vote to approve or reject bids for the North White Plains Accessible Ramp.

 [Nwp ramp bids_06132022153151.PDF](#)

 [Nwp ramp materials_06132022155850.PDF](#)

The Board is questioning whether an alternative to an aluminium ramp has been considered and requested a copy of the specs that went out to bid.

Task: ([view in OnBoard](#))

Collect additional information and a copy of the North White Plains Accessible Ramp specs. Add this item to the next meeting Agenda. Assigned to: Kathryn Feeley

XI. Approval of Elevator Pay out

 [June elevator payout 61322_06132022131659.PDF](#)

Motion:

Motion to approve final payment in respect of the Armonk Library elevator, i.e. \$23,909.24.

Motion moved by Scott Stopnik and motion seconded by Kim Longo. All in favor.

Task: ([view in OnBoard](#))

Ascertain elevator maintenance plan. Due July 11, 2022 at 7:30 PM EDT. Assigned to: Kathryn Feeley

Motion:

Motion to adjourn the meeting at 9:17pm.

Motion moved by Scott Stopnik and motion seconded by Stephanie Paul.

XII. Executive Session