



# October 10 Library Board of Trustees Meeting

## Minutes

North Castle Public Library  
Oct 10, 2022 at 7:30 PM EDT

@ 19 Whippoorwill Road East, Armonk, NY

### **Attendance**

#### **Members Present:**

Kim Longo, Stephanie Paul, Scott Stopnik, Megan Wilt

#### **Members Absent:**

Diane Borgia, Steve Harrison

#### **Guests Present:**

Kathryn Feeley, Saleem Hussain

#### **Guests Absent:**

David Fromm

#### I. Call To Order

Meeting called to order at 7:43pm.

#### II. Approval of Minutes for September 19 , 2022 NCPL Board of Trustees Meeting

 [September 12 Library Board of Trustees Meeting Minutes..pdf](#)

#### **Motion:**

Motion to redraft minutes and approve at the November Meeting.

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

None opposed.

#### III. Review Warrant 8

AP GL Reports are attached. Total expenses included in Warrant 8 are \$16,712.16. Stephanie Paul has reviewed all invoices in the warrant and supports their approval. Thank you to Abbas Sura and Patrick Ricci for their support of NCPL!

The Friends are paying \$13,394.52 (see separate Friends Report for Warrant 8). Thank you to the Friends for their continuing support!

 [Lib RevExp Aug 31 2022 \(Warrant 8\).pdf](#)

 [Lib Ap Gl Aug 31 2022 \(Warrant 8\).pdf](#)

 [Friends Report Aug 2022 \(Warrant 8\).pdf](#)

**Motion:**

Motion to approve expenses included in Warrant 8.

Motion moved by Stephanie Paul and motion seconded by Megan Wilt. All in favor.  
None opposed.

IV. Performance Metrics and Door Counters

Reports included are as follows: Door Counters (including a comparison of 2022 to 2019), Programs (Including Virtual and In-Person, attendance categorized by age group of Adult, YA, and Children), and Program attendance (including a detailed comparison of 2022 to 2019).

 [Door counters 2022 \(4\).pdf](#)

 [Armonk NWP Programs August 2022 \(1\).pdf](#)

 [Program Attendance 2019vs2022 detailed \(5\).xlsx](#)

 [Program Attendance 2019vs2022 \(4\).xlsx](#)

- Idea - School trip to the library. Both school districts? Pair with something of interest to parents. Saleen Hussain and Mike Schiliro are the Town Board liaisons to the schools.

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

Library Technology Needs. Due November 14, 2022 at 5:00 PM EST. Assigned to: Kathryn Feeley

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

North Castle Community Center Community Room. Due November 14, 2022 at 5:00 PM EST. Assigned to: Kathryn Feeley

V. Discussion: Five Year Plan

Tabled this discussion for this month.

VI. Library Policies: Timeline and Whistleblower Policy Voting Item

- Timeline of Policies for Revision and Addition
- **Voting Item: Whistleblower Policy**

 [Whistleblower Policy October 2022.docx](#)

 [Policies for Revision and Addition October 2022 Board Meeting.docx](#)

**Motion:**

Motion to accept Whistleblower Policy October 2022.

Motion moved by Megan Wilt and motion seconded by Scott Stopnik. All in favor. None opposed.

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

Whistleblower Policy. Due November 14, 2022 at 5:00 PM EST. Assigned to: Saleem Hussain

VII. Town Board Business Update

Councilmember Saleem Hussain will provide an update.

- Budget discussions are taking place. Technology/Website are being addressed. The Town is planning to updating its website. Of interest to the Library is that WSL will no longer provide website services as of the end of 2022.
- There has been some discussion on the Ethics Board regarding instituting rules that would require employees and volunteers to disclose any financial interests in the Town.
- The Technology Task Force will be presenting its preliminary recommendations toward the end of October.

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

NC Library Website. Due November 14, 2022 at 5:00 PM EST. Assigned to: Kathryn Feeley

VIII. Friends of the Library Update

Friends of the Library President David Fromm will provide an update.

David Fromm was not in attendance. The Library Board would like to convey its thanks and appreciation to Nicole Blum, The Friends of the North Castle Library and all who were involved for a fantastic 60th Art Show weekend. Despite the fact that the inclement weather was an uninvited guest, all of the volunteers and artists hit the ball out of the park. The Show's success is a testament to The Friends' continued dedication and commitment to the Library. This event continues to be a wonderful example of how our community rallies together in support of our library, and we can't wait to see what's in store for next year's Show.

IX. Library Updates

- Silent Auction
- Armonk Bathrooms
- NWP Ramp

- Truss Project

The meeting was running particularly late. The Silent Auction and NWP Ramp were not discussed.

- Armonk Bathrooms - 90% complete.
- Truss Project - Details of the project were published on September 14th and the bid deadline was September 30. No bids were received.

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

Truss Project. Due November 14, 2022 at 5:45 PM EST. Assigned to: Kathryn Feeley

**Motion:**

Motion to adjourn was made at 9:50pm.

Motion moved by Megan Wilt and motion seconded by Stephanie Paul. All in favor.  
None opposed.