



November 2025 Library Board of Trustees

Meeting Minutes

North Castle Public Library
11/10/2025 7:00 PMEST

@ 10 Clove Road, North White Plains,

Attendance

Present:

Members: Eric Bell, Diane Borgia, Deborah DeMasi (remote), Annie Gala, Kim Longo, Dean Roseti, Megan Wilt, Steve Harrison (remote)

Guests: Kathryn Feeley - NCPL Director, Angela Cooke - NCPL Assistant Director (remote), Ilene Africk - Guest, Saleem Hussain - Town Board Liaison, David Fromm - President, Friends of North Castle Public Library, Susan Grieco - NCPL Staff

I. Call to Order

The meeting was called to order at 7:00pm by Kim Longo.

II. Approval of October 2025 Minutes

 [DRAFT October 2025 Library Board of Trustees Meeting Minutes.pdf](#)

Motion:

A motion was made by Eric Bell to approve the minutes of the October 2025 meeting of the NCPL Board of Trustees. The motion was seconded by Annie Gala and was passed by all trustees present.

III. Review Warrant

The Revenue/Expense Report for Warrant 10 is attached.
Total expenses for Warrant 10 was \$93,662.86.

Thank you to Abbas Sura and Patrick Ricci for their support of NCPL!

 [Lib Rev n Exp October 2025.pdf](#)

Motion:

Megan Wilt made a motion to accept Warrant 10 into the record. The motion was seconded by Diane Borgia and was passed by all trustees present.

IV. Friends of the Library Report

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

 [Friends Report October 2025.pdf](#)

David Fromm reported record attendance at the 2025 Armonk Outdoor Art Show. The field was configured as per pre-covid, which allowed for 20 more booths and several new artists. The Armonk Has Heart promotion netted a profit.

The Library and Library Board thank the Friends for their support of NCPL!

7:07pm - Trustee Steve Harrison entered the meeting Zoom.

V. Town Board Business Report

Councilmember Saleem Hussain reported on recent Town business.

He noted that the initial draft of the 2026 budget was released and is online for all to review. The public hearing to discuss the budget will be held on November 19th, 2025.

VI. Library Board President Report

1. Voting Item - 2026 Slate of Library Board Officers as follows:
President: Dean Roseti
Vice President: Annie Gala
Secretary: Megan Wilt
Treasurer: Steve Harrison

Kim reported speaking with Kevin Hay regarding the letter from the Library Board to the Town Board supporting the requested increase in salaries for non-union employees. Kevin noted that department heads should be at budget meeting on November 19, 2025 to support any budget requests.

Kim recognized Diane and Steve for the great work the Strategic Planning Committee did on the Long Range Plan update. She will make final tweaks and send out to Town Board, to David for sharing with the Friends, and it will also be put on the website.

Motion:

A motion was made by Diane Borgia to propose the noted slate of Library Board of Trustees Officers for 2026. The motion was seconded by Eric Bell. The motion passed unanimously. The election of this slate will be finalized by vote during the December meeting after the requisite period for public review and comment.

VII. Committee Reports

1. Bylaws and Policies
 - o Voting Item: Library Device, WiFi, and Internet Use Policy
2. Marketing and Technology
3. Strategic Planning
4. Buildings and Grounds

 [DRAFT Library Device WiFi and Internet Use Policy 11.3.25.docx](#)

1. Bylaws and Policies
 - Voting Item: Library Device, WiFi, and Internet Use Policy
2. Marketing and Technology
 - Annie presented a review of trustee responses regarding opinions and preferences in LibraryMarket's design offerings.
 - Saleem noted that the Town could benefit from our style guide and the library could "lead the way".
3. Strategic Planning
 - The Long Range Plan Update will be published soon.
 - Diane suggested releasing the update earlier next year or providing quarterly updates if it will remain later in the year.
4. Buildings and Grounds
 - Dean reported having identified contractors for electrical work at Armonk and the analysis of the truss in the Friends Gallery.

Motion:

Dean Roseti made a motion to adopt the attached Library Device, WiFi, and Internet Use Policy. The motion was seconded by Deborah DeMasi and passed unanimously.

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

Marketing & Technology Homework reviewing design features. Due 12/1/2025

7:30 PMEST. Assigned to: Angela Cooke, Annie Gala, David Fromm, Dean Roseti, Deborah DeMasi, Diane Borgia, Eric Bell, Kathryn Feeley, Kim Longo, Megan Wilt, Saleem Hussain, Steve Harrison, Susan Grieco

VIII. Library Director Report

1. Voting Items
 - Consider the probationary promotional appointment of Diana Wendell to Full-Time Librarian, effective November 10, 2025.
 - Consider the provisional promotional appointment of Michelle MacDevitt to Full-Time Library Clerk, effective November 10, 2025.

 [October 2025 Director's Summary.docx](#)

Kathryn reviewed her monthly Director's Report, attached.

She additionally reported that Scarsdale Security will come in with Town Maintenance staff and do a top-to-bottom review of all parts of the malfunctioning alarm system to find the issue driving the false alarms noted in her report.

The expected vote to appoint Michelle MacDevitt as Full-Time Library Clerk was postponed pending a new start date.

Kathryn thanked Susan Grieco for working to identify a new vendor to replace Baker & Taylor. Ingraham will likely be new vendor. She noted that the Library's collection of data will also be impacted at the state level as Baker & Taylor hosted the platform for data in the past.

Kim highlighted Kathryn having taken the initiative to implement the proposed "new trustee orientation", which the Board has suggested in the past.

Motion:

A motion to approve the probationary promotional appointment of Diana Wendell to Full-Time Librarian, effective November 10, 2025, was made by Megan Wilt and seconded by Annie Gala. The motion passed unanimously.

IX. For the Good of the Order

X. Public Comment

XI. Adjournment

Kim Longo adjourned the meeting at 7:56pm.