



August 2025 Library Board of Trustees Meeting

Minutes

North Castle Public Library
8/25/2025 7:00 PM EDT

Attendance

Present:

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

Guests: Eric Bell (remote), Kathryn Feeley - NCPL Director (remote), Angelia Cooke - NCPL Asst Director (remote), Susan Grieco - NCPL Reference Librarian (remote)

Absent:

Guests: Saleem Hussain – Liaison - NC Town Board, David Fromm - President, Friends of NCPL

I. Call To Order

The meeting was called to order at 7:04pm by Kim Longo.

II. Approval of July 2025 Minutes

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

Motion:

A motion was made by Diane Borgia to approved the minutes for the July 2025 meeting of the Board of Trustees. Steve Harrison seconded the motion. The motion passed unanimously.

III. Library Board President Report

Kim Longo gave her thanks to the Bylaws & Policies Committee and Kathryn for working with them to get a number of policies ready for vote, the Marketing & Technology Committee and Kathryn for all the hard work to prepare the RFP and other materials for our new website and branding proposals, and the Strategic Planning Committee for many hours preparing the upcoming Long Range Plan update.

Kim reported a recent meeting with Nancy Rosner, Chair of the Armonk Outdoor Art Show as chairs for the Exit Booth Committee. She thanked all trustees for signing up to take shifts manning the booth.

Eric Bell will be joining the Board of Trustees when made official at a September Town Board meeting.

Kim has asked the Eric be included on all emails and materials in the interim.

IV. RFP for branding, website redesign, and event calendar

1. Review RFP for branding, website redesign, and event calendar implementation responses.
2. Voting item: Select vendor for recommendation to the Town Board for NCPL branding, website redesign, and event calendar implementation.

 [NCPL Marketing Vendor Proposal Review.pdf](#)

 [ncpl-mkt-vendor-comparison.pdf](#)

 [North Castle Library Website Design Proposal-Weblinx.pdf](#)

 [LM-North Castle-LibraryLogo-Proposal-Update1.pdf](#)

 [North Castle Public Library Branding, Website Redesign & Event Calendar Proposal.pdf](#)

 [LM-North Castle-LibraryWebsite-Proposal-Update1.pdf](#)

Marketing & Technology Committee Chair, Annie Gala, opened the floor to questions regarding the circulated materials relating to the Board's initiative to update the Library website and branding. She also provided time for the Library Director and staff to share their feedback and needs. Annie walked through the proposal research, documents, and process, delving into specifics of costs vs. services provided. She noted that the costs of this project will fall within the Library's proposed budget and no extra funds are requested. Through this discussion, the Board came to a conclusive decision that Library Market was the strongest match for providing the requested services. Annie will follow up with references and provide those to the trustees.

Kathryn noted that next steps will be for her to take this recommendation to the Town Board, who will need to vote to approve Library Market as our vendor.

Motion:

Megan Wilt made a motion to recommend engagement of Library Market to the Town Board. Dean Roseti seconded the motion. The motion passed unanimously.

V. 2026 Budget Presentation and Discussion

Library Director Kathryn Feeley presented the proposed 2026 Library Budget Request draft. She walked through the budget and answered trustee questions.

 [2026BudgetRequest.xlsx](#)

Motion:

Megan Wilt made a motion to approve the Library's Draft 2026 Budget Request for submission to the Town Board. Annie Gala seconded the motion, which passed unanimously.

VI. For the Good of the Order

1. The September 2025 Meeting of the NCPL Board of Trustees will be moved from September 8th to September 15th in order to provide more space between the August and September meetings.
2. Diane suggested a renewal of previous discussions to host a community mural at the NWP branch, perhaps supported by a local Art Show artist.

VII. Adjournment

Kim Longo called the meeting to a close at 8:34pm.