



# February 9, 2026 Library Board of Trustees

## Meeting Minutes

North Castle Public Library  
2/9/2026 7:00 PMEST

@ 10 Clove Road, North White Plains NY

### **Attendance**

#### **Present:**

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

Guests: Angela Cooke - NCPL Assistant Director, Kathryn Feeley - NCPL Director, Susan Grieco - NCPL Librarian

#### **Absent:**

Members: Annie Gala

Guests: Saleem Hussain - Town Board Liaison, Ilene Africk - Friends Liaison

#### I. Call To Order

The meeting was called to order by Dean Roseti at 7:01pm.

#### II. Approve January 2026 Minutes

 [DRAFT January 2026 Meeting Minutes.pdf](#)

 [January 12, 2026 Executive Session Minutes.docx](#)

#### **Motion:**

A motion to approve the minutes for the January 2026 meeting of the NCPL Board of Trustees was made by Diane Borgia and seconded by Eric Bell. The motion passed unanimously.

#### **Motion:**

A motion to approve the minutes for the January 2026 Executive Session was made by Megan Wilt and seconded by Diane Borgia. The motion passed unanimously.

#### III. Review Warrant

The Revenue/Expense Report for Warrant 1 is attached.  
Total expenses for Warrant 1 was \$164,583.63.

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

 [Lib Rev n Exp January 2026.pdf](#)

#### **Motion:**

A motion to accept Warrant 1 into the record was made by Megan Wilt and seconded by Dean Roseti. The motion passed unanimously.

#### IV. Town Board Business Report

Councilmember Saleem Hussain was not in attendance.

#### V. Friends of the Library Report

A representative of the Friends was not in attendance.

The Friends Report for Warrant 1 is attached. Warrant Warrant 1 expenses were \$8,219.50. Thank you to the Friends for their support of NCPL!

 [Friends Report January 2026.pdf](#)

#### VI. Library Board President Report

1. Creation of Ad Hoc Committees for 2026.
  - New Trustee Recruitment
  - New Trustee On-Boarding/Off-Boarding
  - Library Board: Roles, Responsibilities, and Governance
  - Friends Partnership Enrichment
2. Staffing Report: Actual Pre Covid to 2025 and Projected 2026/2027
3. Library Program and Attendance Summary Report - Actual Pre Covid to 2025

##### 1. Creation of Ad Hoc Committees for 2026

- Dean created several new ad hoc committees and appointed chairs:
  - Trustee Recruitment Committee - Chair, Steve Harrison
    - The Board will hold a vote at the March 2026 meeting regarding amending the Library charter with the Board of Regents regarding
      - 1) shortening term length from 5 years to 3 years and;
      - 2) increasing the number of seats on Board.
  - NCPL Trustee Procedures Handbook Committee - Chair, Megan Wilt
    - Focused on Library Board Roles, Responsibilities, and Governance
    - Trustee Onboarding/Offboarding
  - Friends Partnership Enrichment Committee - Deborah appointed as Chair.

2. Staffing Report: Actual Pre-Covid to 2025 and Projected 2026/2027
  - Update on staffing planned for Friends at their April meeting.
3. Library Program and Attendance Summary Report

- Dean asked that staff add the cost per attendee for each program - this already goes to Friends and KF will start sending to trustees.

## VII. Committee Reports

### Committee Reports

1. Bylaws and Policies
  - Approve Social Media Policy
  - Approve Vulnerable Adults Policy
  - Summary of Completed Policy Updates
2. Marketing and Technology
3. Strategic Planning
4. Buildings and Grounds

 [DRAFT Social Media Policy 1.28.26.docx](#)

 [DRAFT Vulnerable Adult Policy 1.15.26 final.docx](#)

 [Library Policies - Pending Policy Issues January 2026.docx](#)

1. Bylaws & Policies Committee
  - Voted on and approved the Social Media Policy and the Vulnerable Adults Policy
2. Marketing & Technology Committee
  - Annie will meet with Kathryn to work on website and branding on 2/11/26.
3. Strategic Planning Committee
  - Diane will be working on the next stats update.
4. Buildings & Grounds Committee
  - Eric reported that a crack-monitoring device was installed in the Friends Gallery.
  - Dean and Deborah met with the Whippoorwill Hall AV Tech who shared some suggestions on equipment and facility upgrades.

### **Motion:**


A motion to approve the Social Media Policy was made by Deborah DeMasi and seconded by Dean Roseti. The motion passed unanimously.

### **Motion:**

A motion to approve the Vulnerable Adult Policy was made by Deborah DeMasi and seconded by Steve Harrison. The motion passed unanimously.

## VIII. Quarterly Metrics

October, November, December 2025 Metrics are attached.

 [October November December 2025 Quarterly Stats Report for February 2026 Board Meeting .xlsx](#)

Diane reported on the most recent quarterly metrics. She asked Kathryn to backfill the previous months in order to produce 2025 report for March.

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

Backfill data for quarterly metrics for all of 2025. Due 2/17/2026 7:15 PMEST. Assigned to: Kathryn Feeley

IX. Library Director Summary

 [January 2026 Director's Report.docx](#)

Kathryn reviewed the attached January 2026 Director's Report. Kathryn also covered the recent reductions made to Kanopy and Hoopla borrowing, which are determined by Westchester Library System.

X. For the Good of the Order

1. "Phone Down, Enjoy the Town" Discussion
2. Art Show Co-Chair Volunteer(s)
3. Library Board Continuing Education - 2025/2026

1. "Phone Down, Enjoy the Town" Discussion
  - It was determined that the Library will not have the available staffing capabilities to host special programs or prize events, but the Library will share information and a brochure.
2. Art Show Co-Chair Volunteer(s)
  - Diane let Nancy Rosner know that she will still chair the Exit Booth.
3. Library Board Continuing Education 2025-2026
  - Dean sent out options and nudged the reminder that we should all ensure we're completing this requirement.

XI. Public Comment

No public attendees were present.

XII. Adjournment

Megan Wilt made a motion to adjourn into Executive Session at 8:31pm. Deborah DeMasi seconded the motion, which passed unanimously.

### XIII. Executive Session

The trustees entered into an Executive Session to discuss 2026 Library Board agenda. Attendees included Diane Borgia, Dean Roseti, Eric Bell, Deborah DeMasi, and Steve Harrison (by speaker phone). The Executive Session concluded at 8:53pm.