June 8, 2026 Library Board of Trustees Meeting

Minutes

North Castle Public Library
6/8/2026 7:00 PMEDT
@ 19 Whippoorwill Road East, Armonk, NY 10504

Attendance

Present:
Members: Eric Bell, Deborah DeMasi (remote), Annie Gala, Steve Harrison (remote), Dean Roseti, Megan Wilt
Guests: Saleem Hussain - Liaison, Town Board, Ilene Africk - Liaison, Friends of the NCPL, Susan Grieco - Librarian, NCPL, Angela Cooke - Asst. Director, NCPL, Kathryn Feeley - Director, NCPL

Absent:
Members: Diane Borgia

I. Call to Order

The meeting was called to order by Dean Roseti at 7:02pm.

II. Approve May 2026 Minutes

DRAFT May 11, 2026 Library Board of Trustees Meeting Minutes.pdf

Motion:
A motion was made by Annie Gala to approve the minutes for the May 2026 meeting of the NCPL Board of Trustees. The motion was seconded by Eric Bell and passed unanimously.

III. Review Warrant

The Revenue/Expense Report for Warrant 5 is attached.
Total expenses for Warrant 5 was $119,499.26.

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

Lib Rev n Exp May 2026.pdf

Kathryn reviewed Warrant 5 with the trustees and answered questions.

Motion:
A motion was made by Megan Wilt to accept Warrant 5 into the record. The motion was seconded by Steve Harrison and passed unanimously.

IV. Town Board Business Report

Councilmember Saleem Hussain provided an update on Town business.

1. Parking District Status - Town Board meeting on 6/10/26 will include a public hearing re: creation of parking district.
    - The meeting starts at 7:30pm and the parking district discussion should happen shortly after.
2. Pickleball Courts - Saleem noted that there is dedicated constituency asking for permanent pickleball courts in town and options are being explored.

V. Friends of the Library Report

Ilene Africk, Friends Liaison, provided an update on Friends business.

The Friends Report for Warrant 5 is attached. Warrant 5 expenses were $13,839.92. Thank you to the Friends for their support of NCPL!

Friends Report May 2026.pdf

Ilene reported that the Friends of NCPL will formulate a list of desired programs for adults that they would like to see at the Library during their June meeting. Dean noted that these requests will be considered in the same method as all program requests from Library patrons.
Kathryn noted that the Library is up-to-date as of April for submitting receipts.

VI. Library Board President Report

1. Meeting with Town Supervisor Update
2. Community Survey

1. Meeting with Town Supervisor Update
    - Dean reported that he met with Supervisor Rende and, separately, Town Administrator Hay to discuss Library Board business, along with the relationship between Town administration and the Library Board.
    - Dean requested at that time to form a committee to strengthen the relationship and interactions between the Library Board and Town. The committee will endeavor to form an understanding on the interactions and responsibilities of the two entities.
    - There is a meeting of the committee scheduled for Thursday, June 11th with Dean, Annie, Megan, Saleem, Rende, Hay, and an attorney for the Town planned to be in attendance. The committee will review the current relationship and define how it will go going forward.

- Dean officially formed this Ad Hoc committee under the name of Municipal Partnership Committee. Annie Gala will chair this committee.

2. Community Survey
    - Early discussions are underway to create a general survey that will be sent out to the patron and resident communities.
    - The committee hopes to put it out in late Sept/early Oct and evaluate results by November.
    - The survey will be a general satisfaction survey and review of ongoing Library programs and services.
3. New Trustee up for vote at Town Board meeting - Thellenza Krasniqi
    - Kathryn and Dean will do a welcome meeting and orientation for Thellenza once she is officially appointed by the Town Board.
4. Establishment of Personnel Ad Hoc Committee clarification.
    - Personnel is the greater umbrella committee with Annie Gala as the Chair. Trustee Recruitment, chaired by Steve Harrison, and the Evaluation committee, chaired by Diane Borgia, are sub-committees under that umbrella.

VII. Committee Reports

Committee Reports

- Bylaws and Policies
- Marketing and Technology
- Strategic Planning
- Buildings and Grounds
- AdHoc Committees

1. Bylaws and Policies Committee
    - Megan reported that the committee will be updating the Bylaws to reflect the change in term length and limits once that is officially approved by the Board of Regents.
    - The committee will also update a missing component on trustee eligibility noting ineligibility of anyone holding office on the appointing Town Board or in Town administration, along with any other conflicting boards. This is reflected in the trustee requirement to avoid all potential conflicts of interest.
2. Marketing and Technology
    - Annie provided a logo update and detailed how we got to the current offerings.

    - Annie presented the four prevailing options and asked that trustees review questions prior to June 18th via email.
3. Strategic Planning
    - Diane was not able to attend this meeting. An update will follow at the July meeting.
4. Buildings and Grounds
    - Eric reported that there was a meeting this month with Kathryn.
    - Eric offered to share the created running update sheet, which tracks work done and to be done. This will be placed in OnBoard under the Buildings and Grounds folder heading for all trustees to access.
    - Dean reported that an architect came in regarding proposal to renovate office and storage space in the Armonk branch. The Town Supervisor recommended we get a second proposal. Requests are out for those proposals.
    - Kathryn is working through the process to get the electric panel repairs completed.
    - Dean got a proposal to complete the ADA assessment of the Armonk branch and Whippoorwill Hall. North White Plains will be reviewed after that.
    - Susan reported that maintenance lifted the parking lot grate today in preparation for the parking lot repaving. She reminded them to paint lines as none are currently visible.
    - Susan also reported that there were code violations found by the Town and maintenance came and repaired all issues.
    - Dean noted that EV charging stations were put in at North White Plains. There was no notice provided in advance. The playground was closed and holes were put in Library walls. Dean spoke with Kevin Hay afterward and he said he was unaware this was happening. Saleem noted that this is a big enough concern for him to share at the Town Board meeting and he will bring it up.
5. AdHoc Committees
    - Friends and Library Board Partnership Committee
        - Deborah reported that there will be a meeting on June 9th.
        - The meeting will focus on reviewing the mission of the committee and clarifying the roles of Library Director, Library Board, and Friends orgs.
    - Personnel Committee

        - Megan reported that the evaluation edit is ready to send to rest of Board and Kathryn for review and approval.
        - The committee is hoping to send this out for completion in early July and complete data summarization in August before meeting with Kathryn in September for goal planning.
    - Trustee Recruitment Committee
        - Steve reported that two candidates have applied and he will schedule interviews as trustee availability allows.
        - Dean asked if edits have been made to the interview template. Steve responded that he would get that out within the week for review.
    - Trustee Guidebook Committee
        - Megan reported that this project remains in a holding pattern while w define relationships with our closest stake holder partners and while the trustees involved are managing other committee work and travel.

Task: (view in OnBoard)
Review logo options and complete feedback questionnaire for Annie. Due 6/18/2026 7:35 PMEDT. Assigned to: Annie Gala, Dean Roseti, Deborah DeMasi, Diane Borgia, Eric Bell, Megan Wilt, Steve Harrison
Annie will send these materials out following the meeting.

VIII. Library Director Summary

1. Voting Item: Consider the probationary appointment of Joseph Patti, hourly Library Clerk, effective June 11, 2026.
2. Voting Item: Accept the resignation of Stephanie Paul, hourly Librarian, effective June 15, 2026.

StephaniePaulresignation.docx

May2026 Director's Report.docx

Motion:
A motion was made by Megan Wilt to approve the probationary appointment of Joseph Patti as hourly Library Clerk, effective June 11, 2026. The motion was seconded by Dean Roseti and passed unanimously.

Motion:
A motion was made by Megan Wilt to accept into the record the resignation of Stephanie Paul, hourly Librarian, effective June 15, 2026. The motion was seconded by Dean Roseti and passed unanimously.

Kathryn reviewed key points from the attached Library Director's Report.
Kathryn noted that she will pull the mock list from WLS for a Librarian I in September in order to capture recent graduates. This will provide the Library with the most options of candidates.

IX. For the Good of the Order

X. Public Comment

There was no public comment.

XI. Adjournment

The meeting was adjourned by Dean Roseti at 8:09pm.
The trustees entered into an Executive Session to discuss trustee recruitment.