



May 11, 2026 Library Board of Trustees Meeting Minutes

North Castle Public Library

5/11/2026 7:00 PM EDT

@ 19 Whippoorwill Road East, Armonk, NY 10504

Attendance

Present:

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

Guests: Saleem Hussain - Liaison, North Castle Town Board, Susan Grieco - NCPL Librarian, Ilene Africk - Liaison, Friends of NCPL, Kathryn Feeley - Director, NCPL

Absent:

Members: Annie Gala

Guests: Angela Cooke - Asst. Director, NCPL

I. Call to Order

The meeting was called to order by Dean Roseti at 7:05pm.

II. Approve April 2026 Minutes

Correction - Steve Harrison was marked as in-person and this has been corrected to remote attendance.

 [DRAFT April 2026 Board Meeting Minutes.pdf](#)

Motion:

Deborah DeMasi made a motion to approve the minutes of the April meeting of the NCPL Board of Trustees. The motion was seconded by Eric Bell and was approved unanimously.

III. Review Warrant

The Revenue/Expense Report for Warrant 4 is attached.

Total expenses for Warrant 4 was \$59,432.49

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

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

Motion:

A motion was made by Megan Wilt and seconded by Deborah DeMasi to accept Warrant 4 into the record. The motion was approved unanimously.

IV. Town Board Business Report

Councilmember Saleem Hussain will provided an update to Town business.

Next Town meeting on Wednesday, May 13, 2026.

Discussions regarding the creation of a parking district that includes the Library area continue. A public hearing is scheduled for June 10, 2026.

V. Friends of the Library Report

The Friends Report for Warrant 4 is attached. Warrant 4 expenses were \$10,196.95. Thank you to the Friends for their support of NCPL!

 [Friends Report April 2026 \(1\).pdf](#)

Ilene Africk reported that the Friends will discuss programs they would like to suggest to the Library at their next meeting.

VI. Library Board President Report

1. Charter Update: Trustee Term and Range of Trustees
2. Update of meeting with Terry Kirchner on the relationship of Library Boards and Municipal Boards

 [North Castle Public Library Petition 2026.docx](#)

 [North Castle Public Library Resolution 2026.docx](#)

 [Library - Municipality Self-Assessment.pdf](#)

 [Library - Municipality Template Contract.pdf](#)

 [Municipal Public Libraries and the Relationship with the Municipality.pdf](#)

 [Municipalities and Libraries.pdf](#)

 [Presentation - Library and municipal boards.pdf](#)

1. Charter Update - Trustee Term and Range of Total Trustees
 - Dean will seek clarification on whether the total number of terms allowed must be stated.
 - Dean and Megan will execute these documents.
2. Relationship of Library Boards and Municipal Boards
 - Dean had a meeting with Terry Kirchner, Director of WLS, regarding the relationship between the Library Board and the Town Board.
 - Dean asks that all stake holders read the public record documents provided.

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

Review and consider the provided documents regarding the relationship between municipalities and library boards. Due 5/22/2026 7:20 PM EDT. Assigned to: Annie Gala, Dean Roseti, Deborah DeMasi, Diane Borgia, Eric Bell, Megan Wilt, Steve Harrison

VII. Committee Reports

Committee Reports

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

1. Bylaws and Policies

- Kathryn has provided a draft review of the Disaster Preparedness Plan Policy. This is expected to be ready for vote at the June meeting.
- Kathryn is awaiting review of two additional internal policies dependent upon Town guidance.

2. Marketing and Technology

- LibraryMarket is reworking logo designs. There will be a meeting with them on 5/13.

3. Strategic Planning

- No update reported.

4. Buildings and Grounds

- Eric reported that the committee met on 5/9.
- The committee is interested in checking whether renovations to the office space can be maximized regarding energy saving grants.
- Kathryn noted that the scope of the project exceeds the capabilities of the Town Maintenance department and this project will now need to go out for a proposal and be looked at to be included in the 2027 budget.

5. AdHoc Committees

- Trustee Recruitment Committee
 - Thellenza Krasniqi was approved by vote for recommendation to be appointed to the NCPL Board of Trustees.
 - Dean has renamed this committee to the Personnel Committee and the committee will now manage not only trustee recruitment, but also non-union staff hiring and the evaluation of the Director.
- Trustee Guidebook Committee

- Committee members have been unable to meet and will aim to work offline until a targeted meeting in July.
- Library Board and Friends Partnership Committee
 - Deborah noted that she will propose the next meeting date.
 - The meeting will focus on creating a document of understanding between the two entities.

Motion:

A motion was made by Steve Harrison and seconded by Eric Bell to approve recommending Thellenza Krasniqi for appointment to the NCPL Board of Trustees.

VIII. Library Director Summary

1. Voting Item: Consider the probationary appointment of Michelle MacDevitt to Library Assistant, Full-Time, effective June 1, 2026.

 [April 2026 Director's Summary.docx](#)

Kathryn reviewed the attached Director's Summary.

She also noted that she has a good batch of hourly Librarian candidates currently working through the hiring process. She will be waiting for September to pull the list for our second full-time Librarian I because the administration did not find a well-fitted candidate on the current list and she anticipates more options in September.

Kathryn submitted the initial annual report to WLS for edit review. Once this is cleared, it will be presented to the board for review and vote. This is projected for the June board meeting.

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

Follow up to see if our library 1) still holds NYLA membership and 2) can thereby receive free membership to the Sustainability Initiative. Due 5/15/2026 7:50 PM EDT. Assigned to: Kathryn Feeley

Motion:

A motion was made by Diane Borgia and second by Dean Roseti to approve the probationary appoint of Michelle MacDevitt to the full-time position of Library Assistant, effective June 1, 2026. The motion passed unanimously.

IX. For the Good of the Order

Diane Borgia will be absent from the June meeting.

X. Public Comment

There was no public comment.

XI. Adjournment

Dean Roseti adjourned the public meeting at 8:02pm and entered into Executive Session to discuss a potential new trustee candidate.

XII. Executive Session

The executive session opened at 8:03pm with no guests present. Trustees in attendance were Dean Roseti, Megan Wilt, Diane Borgia, Deborah DeMasi, Eric Bell, in person, and Steve Harrison, virtually. The executive session adjourned at 8:17pm.