

Ossining Public Library  
Regular Meeting of the Board of Trustees  
September 22, 2008

Attending: Ossining Public Library Board of Trustees members Peter Capek, Thomas Staudter, Lucinda Manning, Samantha Brail, Reginald Bush, Bob Minzesheimer, and Mirla Morrison. Staff: Elizabeth Bermel

President Capek called the meeting to order in the board room of the library at 7:10 p.m.. Bob Minzesheimer moved, and Thomas Staudter seconded, that the Agenda be approved after the date of last month's Minutes was corrected. Approved unanimously.

Samantha Brail moved, and Bob Minzesheimer seconded the approval of the August 18, 2008 Minutes. Passed; with the abstention of Reginald Bush who was not present for the August meeting.

Public Comment: none

Director's Report: In addition to her written report Beth Bermel reported that the redesigned website is on track to be on line at the end of the month. She explained the events calendar will be customized and will automatically feed into the American Towns community calendar. The Newsletter Committee is working on the redesign of the newsletter, and we will launch it in the new year. Our promotional flyers are being organized, and the new bulletin board on the staircase to the second floor adds visual appeal. The League of Women Voters will be moderating a local election debate at the Library on October 30<sup>th</sup>. The need to get popular books on the shelves more quickly was raised, and Beth Bermel affirmed that the Library has a collection development policy.

- Operating Budget Report – we received notification from New York Power of an increase in rates
- Personnel Changes – Joyce Koyner, head of our Reference Department, is retiring in November; and Maureen Connelly is now our part time Senior Bookkeeper

#### Trustee Reports

- President's Report – Peter Capek praised the evening with Peg Tyre, who spoke about her new book The Trouble with Boys. Ms. Tyre will be returning on October 7<sup>th</sup> for a panel discussion. See below.

- Building Project Committee – Peter Capek reviewed our discussion of last month about the Beatty Harvey payment. He has now determined that a settlement with Beatty Harvey will have no effect on Savin or our relationship with that company. Thus Peter Capek recommends that we pay Beatty Harvey the amount the Board provisionally agreed to last month. He will draft a letter and we will have a formal vote at our next meeting. He has still not received a proposal from the electrician regarding the 5 spotlights and the lighting and handrail for the stairs in the theater. He will continue working on this. The resolution of the projector system problem is still in limbo. The drainage of the parking lot issue with Malcolm Patrick is still not resolved. Beth Bermel will be giving the Board an accounting of what is remaining to be done and the amount remaining from the Bond.
- Library Foundation – Mirla Morrison reported on the Foundation meeting held on September 16<sup>th</sup>. The following requests from Beth Bermel and the Library staff were favorably acted upon:
  - The Foundation agreed to fund half of two programs for Hispanic Culture month: the Andean Music Group and Mestizo Compagnia de Danza
  - They were receptive to funding the match required for the Mural to be created for the Children's' Room. We have applied for this grant, for a total of \$5,923, from the Westchester Arts Council. The artist would work with our children in drawing workshops to create a mural to celebrate the Quadricentennial of the Hudson River in some form. The workshops would also involve research. The mural would be attached to birch plywood panels and they in turn would be attached to the far wall opposite the Librarians' desk in the Children's Room
  - The Foundation decided to have a page on the OPL website and will get the text to Beth; they will also provide copy for the re-vamped newsletter.

Reginald Bush reported on the upcoming panel discussion with Peg Tyre on October 7<sup>th</sup>. He will be the Moderator, and on the panel with Peg Tyre will be Martin McDonald, about whom Peg writes in the book; a student from Project Earthquake; Ray Barlaam, Village Justice; Corey Reynolds, Park School Assistant Principal; and a representative from PTA Council. The event will be co-sponsored by the Ossining PTA; a flyer in both English and Spanish will go home with our students.

He also reported on Andy Spano' s African America Advisory Board Summit at the County Center to be held on Nov. 7<sup>th</sup> from 9 a.m. – 4 p.m. One of the pillars to be discussed is education. The problems the panel will discuss are already identified and he requested that Beth Bermel participate on the education panel. She assented. The event is open to the public at a cost of \$50.

Approval of Construction Invoices – Peter Capek moved, and Bob Minzesheimer seconded, the payment of the following:

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|-------------------------------------|------------|
| • Carino Management, Inc. (Inv. #4) | \$3,369.25 |
| • Keane & Beane, P.C. (Inv.#441537) | 438.75     |
| • Savin Engineers, P.S.             | 7,741.59   |

Passed unanimously.

#### Old Business

- Village Court date - Beth Bermel reported that the Village will accept the site drawings and asphalt survey so we may not have to go back to court. Savin is requiring that Malcolm Patrick update the site survey so that the papers can be submitted.
- Update on fines, fees, etc. According to our lawyers we cannot use fine money for scholarships, but what fines and fees we can levy is not yet resolved
- Program Committee – Beth Bermel has received a good and varied response to her call for members and will interview the applicants in the near future.
- WDFH – Beth Bermel told them that while we appreciated their presentation we are not ready to make a commitment as to the use of that space. We first need to develop our long term strategic plan.
- GO TV – The Library has the same position regarding GO TV as it does WDFH at the present time.
- Conference Room naming – the sense of the Board was that a plaque honoring Jen Goble would be appropriate and should be placed in the Conference Room. Plaques honoring others, who have contributed greatly to the Library, could be added.
- Review of goals/priorities for 2008. The goals set forth in the June 17<sup>th</sup> Board meeting minutes were reviewed by Bob Minzesheimer. Those already accomplished, or in the process of being accomplished, include: 1) creating a program committee; 2) encouraging outreach to area businesses and professionals; 3) planning for the Quadracentennial events. Still to be worked on are 4) creating a strategic plan following a community assessment; 5) creating an email database (the monthly email newsletter will be launched in the new year); 6) following the LEED assessment with more environmental programs (we have had some).

Thomas Staudter moved, and Reginald Bush seconded, that the Board accept with thanks a donation from the Dede Emerson Foundation to be spent on adult programs, including those associated with the Metropolitan Museum of Art; and a donation from James Siena to be spent on children's books. Passed unanimously.

## New Business

- 2009-2010 Budget timeline & process – the budget process will begin in early January. The Committee will consist of Reginald Bush, Chairperson, Samantha Brail, and Peter Capek.

Executive Session – Peter Capek moved, and Reginald Bush seconded, that the Board enter Executive Session at 9:00 p.m. to discuss a personnel matter. Passed unanimously. On the motion of the same gentlemen, the Board voted to return to public session.

A motion to adjourn the meeting at 9:10 p.m. was made by Thomas Staudter, seconded by Reginald Bush, and unanimously approved.

Respectfully submitted,  
Mirla Morrison