

BOARD OF TRUSTEES
Ossining Public Library
Special Meeting/Work Session
March 14, 2016, 7:00 p.m.

MEETING MINUTES REVISED

In Attendance: Alice Joselow, *President*; Madeline Zachacz, *Vice President*;
Matthew Weiss, *Secretary*, ~~Debbie Goddard~~, Lucinda Manning,
Cecilia Quintero, Stephanie Unger

Staff: Karen LaRocca-Fels, *Director*; Kathy Beirne, Secretary to Director

Other: *Via Telephone:* Craig Olivo, Esq., Bond Schoeneck & King, PLLC

Call to Order

At 7:06 p.m. President Alice Joselow called the March 14, 2016 Special Meeting of the Board to order.

Pledge of Allegiance

All those present stood for the Pledge.

Oaths of Office

Alice Joselow and Stephanie Unger took Oaths of Office.

Executive Session

At 7:08 p.m. Stephanie Unger moved and Matthew Weiss seconded the motion to enter into Executive Session for the purpose of discussing personnel matters. Motion passed unanimously.

At 7:31 p.m. Stephanie Unger moved and Madeline Zachacz seconded the motion to leave Executive Session. Motion passed unanimously.

Work Session

- **Retainer for General Counsel Services**

Library Director, Karen LaRocca-Fels reviewed the new retainer with the Board. The Board reached consensus to pass the resolution to approve.

- **Clean Air Proposal**

Karen LaRocca-Fels discussed the proposed repair to the compressor. Board members questioned whether project should be put out to bid. Further investigation will be done regarding the project with the engineer we are presently working with.

Board agreed to place project approval on hold until next meeting.

- **Annual Report – 2015**

Karen discussed the report with the Board. She will prepare a narrative of what she sees going forward. Many of these topics will be addressed in long range plan.

Karen also noted that the report has been submitted to WLS and if any changes are necessary, she will let the BOT know and forward new report to them.

• **Long Range Plan**

- ✓ The Strategic Planning Committee has met
- ✓ Alan Burger is working on the survey which will be translated by Guillermo Rodriguez
- ✓ Focus Groups' Meetings have been set up
- ✓ James Trapasso putting together a flyer

Board suggestions:

- ✓ Press release about Town Meeting to various Ossining public services communications (Ossining Town/Village, OUFSD, and Ossining Recreation Dept. E-blasts; Ossining Patch; "Ossining Local Events", Gazette; The Daily)
- ✓ Banner for building exterior
- ✓ Posters – "A" frame holder
- ✓ Notify patrons on "Patron Receipts" (as we do for Budget Vote)
- ✓ Create colorful book marks

Resolutions

RESOLUTION #37

RESOLVED, that the Board of Trustees approves the termination of the appointment of Thomas, Drohan, Waxman, Petigrow, & Mayle, LLP as Library General Counsel for the 2015-2016 fiscal year effective March 14, 2016.

RESOLUTION #38

RESOLVED, that the Board of Trustees approves the appointment of Bond, Schoeneck & King, PLLC as Library General Counsel for a period of one year effective March 15, 2016 at the special blended hourly rate of \$235 per hour.

RESOLUTION #39

RESOLVED, that the Board of Trustees approves the Ossining Public Library Annual Report for Public and Association Libraries – 2015.

Stephanie Unger moved and Matthew Weiss seconded the motion to approve Resolutions #37, #38, and #39. Motion passed unanimously.

Executive Session

At 8:24 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to enter into Executive Session for the purpose of discussing budget matters. Motion passed unanimously.

At 9:05 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:06 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to adjourn the March 14, 2016 Special Meeting of the Board of Trustees.

Respectfully submitted,
Kathy Beirne, Secretary to Director