

**BOARD OF TRUSTEES**  
**OSSINING PUBLIC LIBRARY**  
*Regular Monthly Meeting*  
*March 28, 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*

Other: Craig Olivo, Esq. and Howard Miller, Esq., Bond Schoeneck & King

Executive Session Prior to Regular Meeting

At 5:15 p.m. President Alice Joselow called the Executive Session to order to discuss a personnel item.

At 7:00 p.m. Madeline Zachacz moved and Matthew Weiss seconded the motion to leave Executive Session. Motion passed unanimously.

Call to Order

At 7:01 p.m. President Alice Joselow called the March 28, 2016 Regular Meeting of the Board to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance.

Introduction of New General Counsel

Craig Olivo, Esq. and Howard Miller, Esq. were in attendance; Howard, introduced himself as our new general counsel attorney and Craig, will be discussing contract negotiations in Executive Session.

Executive Session

At 7:03 p.m. Matthew Weiss moved and Stephanie Unger seconded the motion to enter into Executive Session to discuss contract negotiations. Motion passed unanimously.

At 8:12 p.m. Stephanie Unger moved and Madeline Zachacz seconded the motion to leave Executive Session. Motion passed unanimously.

Public Comment

None

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the February 22, 2016 Regular Meeting of the Board of Trustees.

Madeline Zachacz moved and Debbie Goddard seconded the motion to approve the Minutes of

the February 22, 2016 Regular Meeting of the Board. Motion passed.

<i>Vote</i>	<b>D Goddard</b>	<b>A Joselow</b>	<b>L Manning</b>	<b>C Quintero</b>	<b>S Unger</b>	<b>M Weiss</b>	<b>M Zachacz</b>
<i>Yes</i>	X	X	X	X		X	X
<i>No</i>							
<i>Abstain</i>					X		

Motion to Accept the Minutes of the March 14, 2016 Special Meeting of the Board of Trustees.

Stephanie Unger moved and Madeline Zachacz seconded the motion to approve the Minutes of the March 14, 2016 Special Meeting. Motion passed.

<i>Vote</i>	<b>D Goddard</b>	<b>A Joselow</b>	<b>L Manning</b>	<b>C Quintero</b>	<b>S Unger</b>	<b>M Weiss</b>	<b>M Zachacz</b>
<i>Yes</i>		X	X	X	X	X	X
<i>No</i>							
<i>Abstain</i>	X						

Director’s Report

- The Board asked questions about Linda Puskar’s sudden resignation. We are temporarily piecing together hours with other staff members. Replacement search has begun.

Committee Reports

**Policy and Bylaws, Personnel – First Reading: Revised Nook Policy**

- Nooks not circulating
- Reduce fines for losing Nooks from \$200 to \$100
- Extend lending time to 3 months

Board decided to table approval until next meeting/Policy Committee review. Also, add review of Procurement Policy.

**Building and Grounds**

- Bids for repairs to HVAC system put out
- Clean Air on hold
- Wall: set up for dye test - results from test will tell us what we’re dealing with
- Safety trainings being scheduled. Active Shooter tabletop/AED training
- Vending machines will be brought in – due 5/1/16 – per Stephanie Unger
- Hire new lawyers to investigate roof

Resolutions

**RESOLUTION #40**

**RESOLVED**, that the Board of Trustees approves the following personnel change:

**RESIGNATION:**

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Hrly. Rate</u>	<u>Hrs Wrk</u>	<u>Effective Date</u>
Linda Puskar	Librarian I	Children’s	\$31.37	17 hrs/wk	03/07/16

Lucinda Manning moved and Madeline Zachacz seconded the motion to approve Resolution #40. Motion passed.

Old Business

- Long Range Plan – on track – focus group meetings scheduled – still waiting for survey

New Business

- Final Budget Adopted by Board of Trustees

**RESOLUTION #41 – 2016-2017 Proposed Budget**

**RESOLVED**, that the proposed 2016-2017 Budget of the Board of Trustees of the Ossining Public Library in the sum of **\$ 3,949,844** be approved, and that the Ossining Union Free School District be authorized to levy and collect the sum of **\$ 3,862,944** as the necessary tax thereof.

Madeline Zachacz moved and Debbie Goddard seconded the motion to approve Resolution #41. Motion passed unanimously.

- Budget Promotion – tabled until April 11 meeting
- 2016 National Library Workers Day (April 12) and National Library Week (April 10-16)
  - Board will generate letter of appreciation for all staff
  - Mugs with OPL logo to be given out
  - Congratulatory letter to Suzy
  - Volunteer luncheon: April 13 at 2:00 p.m.

Video by Louis Crisci is finalist for 2016 Teen Video Challenge. “Get in the Game” is really cute.

Public Comment

None

Executive Session

At 8:46 p.m. Stephanie Unger moved and Debbie Goddard seconded the motion to enter into Executive Session to discuss personnel matters. Motion passed unanimously.

At 8:55 p.m. Stephanie Unger moved and Matthew Weiss seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 8:56 p.m. Matthew Weiss moved and Madeline Zachacz seconded the motion to adjourn the March 28, 2016 Regular Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,  
*Matthew Weiss, Secretary*