

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
May 23, 2016, 7:00 p.m.

MEETING MINUTES DRAFT

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: Peter Capek, Trustee-Elect; Abraham Zambrano, Ossining Village Manager

Call to Order

At 7:02 p.m. President Alice Joselow called the May 23, 2016 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance.

Tax Exemption Request in Connection with Water Supply Parcels

- Abraham Zambrano, Village Manager, will be present to discuss this request from the Village of Ossining

Madeline Zachacz introduced Village Manager Abraham Zambrano who explained the exemption request for 11 parcels from the Village of Ossining (refer to April 27, 2016 *Tax Exemption Request in Connection with Water Supply Parcels* letter from the Village of Ossining).

Note: Board President Alice Joselow asked to have the water in the library tested.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the April 25, 2016 Regular Meeting of the Board and the May 9, 2016 Special Meeting of the Board of Trustees.

Motion to accept the meeting minutes of the April 25, 2016 Regular Meeting and the meeting minutes of the May 9, 2016 Special Meeting of the Board of Trustees.

Debbie Goddard moved and Stephanie Unger seconded the motion to approve the minutes of the April 25, 2016 and of the May 9, 2016 Board meetings. Motion passed unanimously.

Director's Report

Karen spoke about the following highlights of her report:

- Staff Team Building seminar was popular and successful
- WLS moved their tech center to a new location with minimal downtime
- Web site redesign

- Rutgers panel on Library Leadership
- Boston Basics
- John Tortoso is back!
- Clean Air repair of AC
- Two NYS Grants follow up with DASNY
- WLS: new funding model for IT support
- July 18, 2016, 7:00 p.m. event to honor Sally Read Dow. Dedicating Children's Program Room and Birds of Prey program in theater. Refreshments will be served.
- E-books and downloadable books supplements WLS. (Can we get Louis to do a video on this?)
- Linda Levine: Senior Law Day Program September 12, 2016
- Volunteer Lunch of April 13 was excellent

Committee Reports

President's Report

- 250 Surveys were completed at the Vote on May 17.
- OPL Thermometer standing by Book Drop indicates how many surveys have been completed to reach our goal of 2,000.
- Jaime is working with Jim Trapasso to set a date for the concert
- Words & Music concert raised \$4,000

Policy and Bylaws, Personnel

Revised E-Reader Policy Second Reading and Adoption (see Resolutions)

Procurement Policy First Reading - tabled until next meeting

Finance

2016-2017 Budget passed!

Executive Session

At 7:56 p.m. Stephanie Unger moved and Madeline Zachacz seconded the motion to enter into Executive Session to discuss a personnel matter. Motion passed unanimously.

At 7:58 p.m. Stephanie Unger moved and Madeline Zachacz seconded the motion to leave Executive Session. Motion passed unanimously.

Resolutions

RESOLUTION #46 – Personnel Changes

RESOLVED, that the Board of Trustees approves the following personnel changes:

<i>New Hire:</i>					
<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Hrs. Per Week</u>	<u>Salary</u>	<u>Effective Date</u>
Gonzalez, Louis E.	Page/PT	Childrens'	3	\$9.00/hr	4/22/16
<i>Termination:</i>					
Young, Anthony	Cleaner/PT	B&G	17	\$15.64/hr	5/20/16

RESOLUTION #47 - Donations

RESOLVED, that the Board of Trustees accepts, with thanks, the following donations:

1. A \$100 donation from Michael Effron who praised our staff, in particular, Linda Levine.
2. A \$100 donation from Linda Levine to support our future endeavors. Linda wrote: "OPL is a beacon of hope, knowledge and culture for the Ossining Community."

The Gifts and Donations line (2705000) of the Revenue Report will be increased by \$200.

RESOLUTION #48 – Approval Confirmation of Services for Audit

RESOLVED, that the Board of Trustees authorizes and directs the President to appoint Baldessari & Coster LLP as our External Auditor for the year ending June 30, 2016 in accordance with the Baldessari & Coster LLP confirmation of services letter dated April 26, 2016.

RESOLUTION #49 – Exemption from Taxes

RESOLVED, that pursuant to the authority granted by NYS Real Property Tax Law Section 406(3), the Board of Trustees of the Ossining Public Library hereby grants the written request by the Village of Ossining dated April 27, 2016 for exemption from Taxes associated with the special library district for the following properties which contain the components of the public water system owned by the Village of Ossining that lie outside of its boundaries and are under the taxing jurisdiction of others:

<u>Town of Ossining Tax ID</u>	<u>New Castle Tax ID</u>
80.11-1-66 80.11-1-67	79-12-1-3
80.14-2-11 80.15-1-1	79-15-1-24
80.15-1-2 80.15-1-3	
81.17-1-66 90.10-3-37 90.19-2-69	

BE IT FURTHER RESOLVED, that the President of the Board is authorized to execute an appropriate agreement reflecting this grant of tax exemption.

RESOLUTION #50 – Revised E-Reader Policy

RESOLVED, that the Board of Trustees approves the revised E-Reader Policy.

Madeline Zachacz moved and Stephanie Unger seconded the motion to approve Resolution 46, 47, 48, 49 (pending OUFSD BOE approval), and 50. Motion passed unanimously.

Old Business

- Long Range Plan
Alan Burger is putting together all the comments from the focus group meetings.
Continue sharing the survey.
- Annual Meeting
Monday, June 20, 2016, 7:00 p.m., Budarz Theater

New Business

- Vending Machines
- July 11, 2016 Reorganization Meeting and Nomination of Officers
Tabled until June 13, 2016 Special Meeting.

Executive Session

At 8:09 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to enter into Executive Session to discuss personnel matters. Motion passed unanimously.

At 8:30 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 8:31 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to adjourn the May 23, 2016 Regular Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne, Secretary to Director