

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Special Meeting/Work Session
September 11, 2017, 7:00 p.m.

MEETING MINUTES

In Attendance: Matthew Weiss, *President*, Alice Joselow, *Vice President*, Madeline Zachacz, *Secretary*; Peter Capek, Debbie Goddard, Lucinda Manning

Staff: Karen LaRocca-Fels, Director; Mallory Marinaro, Librarian I; Kathy Beirne, Secretary to Director

Call to Order

At 7:06 p.m. President Matthew Weiss called the September 11, 2017 Special Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge.

Work Session

- Website Redesign Proposal
Mallory Marinaro presented and update on the Website redesign. An estimated timeline is 10 weeks starting in October if approved.

Calendar is separate – Karen is working with Jimmy Trapasso to get calendar onto Demco software (formerly Evanced) (WLS uses Evanced).

Resolution #24 moved up in agenda:

RESOLUTION #24 – Website Redesign

RESOLVED, that the Board of Trustees approves the Website Redesign Proposal dated May 18, 2017 from SSCO in the amount of \$12,500.

Alice Joselow moved and Madeline Zachacz seconded the motion to approve Resolution #24. Motion passed unanimously.

Executive Session

At 7:29 p.m. Debbie Goddard moved and Madeline Zachacz seconded the motion to enter into Executive Session to discuss the Director's performance review. Motion passed unanimously.

At 9:08 p.m. Madeline Zachacz moved and Debbie Goddard seconded the motion to leave Executive Session. Motion passed unanimously.

Work Session (resumed)

RESOLUTION #26 – Library Director’s Carryover of Vacation Days

RESOLVED, that the Board of Trustees approves the carryover of 20 Vacation days remaining for Library Director Karen LaRocca-Fels into her new contract year ending August 31, 2018.

Alice Joselow moved and Madeline Zachacz seconded the motion to approve Resolution #26. Motion passed unanimously.

- Unpaid Bills
The Board reviewed the list of unpaid bills and payments as presented.
- HVAC Discussion – Revised Proposal
The Board asked for deletion of 6.03.2, 4th sentence which begins with “It is expressly understood and agreed
- Retaining Wall – Consulting Engineering Services
- Discussion of Options for Café Space – *tabled until next meeting*

Resolutions

RESOLUTION #22 – Approval of Payments dated September 11, 2017

RESOLVED, that the Board of Trustees approves the payments dated September 11, 2017 as presented by the Unpaid Bills report of September 11, 2017 reviewed by the Board.

Alice Joselow moved and Debbie Goddard seconded the motion to approve Resolution #22. Motion passed unanimously.

RESOLUTION #23 – HVAC Design and Oversight

RESOLVED, that the Board of Trustees approves the August 30, 2017 OLA Revised Proposal as modified by deletion of 6.03.2 4th sentence for the Interim, HVAC Upgrades and Retro-Commissioning in the amount of \$59,500.

Madeline Zachacz moved and Debbie Goddard seconded the motion to approve Resolution #23. Motion passed unanimously.

Alice Joselow wished to go on record that she said “let’s approve the heating and wall resolutions but we have had no discussion on air conditioning.”

RESOLUTION #25 – Retaining Wall

RESOLVED, that the Board of Trustees approves the Consulting Engineering Services for the Retaining Wall Associated Work Proposal dated July 17, 2017 from Antonucci and Associates Architects and Engineers in the amount of \$22,500.

Alice Joselow moved and Lucinda Manning seconded the motion to approve

Resolution #25. Alice, Lucinda, Madeline Zachacz and Matthew Weiss voted “Yes”. Debbie Goddard voted “No”. Peter Capek “Abstained”. Motion passed.

The Board discussed the September 11th, 10:00 a.m. planning meeting that Karen organized with Board Trustees, community leaders, including representatives from the Town of Ossining, including Supervisor Dana Levenberg, the Village of Ossining, NYS Assemblywoman Sandy Galef and members of her staff, Westchester County Legislator Catherine Borgia and members of her staff, Ossining Police Department, Neighbors’ Link, the Ecuadorian Consulate, the Hudson Valley Community Coalition, and the NYS Attorney General’s Office to express support and provide guidance for the Ecuadorian Mobile Consulate visit on Saturday, September 16, 2017.

Adjournment

At 9:42 p.m. Debbie Goddard moved and Madeline Zachacz seconded the motion to adjourn the September 11, 2017 Special Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne
Secretary to Director