

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Special Meeting/Work Session
February 12, 2018, 7:00 p.m.

MEETING MINUTES draft

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

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

Other: Jim Dolan, OLA Engineering Consultants via phone

Call to Order

At 7:10 p.m. President Matthew Weiss called the February 12, 2018 Special Meeting of the Board to order.

Pledge of Allegiance

All those present stood for the Pledge.

President Matthew Weiss commented on the 125th OPL Anniversary kickoff weekend activities – “went very well with an excellent turnout.”

Work Session

- HVAC Update – Jim Dolan of OLA participated via phone:
 - State approval needed – paperwork and drawings to be submitted
 - SED need to give the green light (mid-March approximately)
 - Out to bid (April-May approximately)
 - Construction (hope to be done by Sept. 15 – ready to be checked out)
 - Any significant changes? Clarified thermostats with John Tortoso
 - The work that is included in this plan will significantly improve the heating system by introducing the gas-fired boiler. That will reduce the load on the well water by extracting less heat from it, and should improve the overall performance. Additionally, the balancing being done as part of the project should improve comfort in the building, as well as the efficiency of the system.
 - Still have roof-top unit option to help with cooling
 - When manual adjustments are needed contractor that puts in the system can still help
 - Operations & Maintenance manuals will be left onsite including who to contact when problems arise.

- Wall Update

We should receive a report within a week or so from Antonucci. The monthly measurements of the retaining wall by the surveyors has shown a minor variation which is not thought to be worrisome. The data has been provided to Antonucci for review.

- Website Update
Staff has been in training and uploading content. Need more time before we go live – March 5 estimated launch date. Committee members Allison Robbins and Tricia Sabini have been doing amazing work.
- Space Assessment Update
One more meeting is necessary.
- 2018-2019 Budget Discussion
The Board discussed budget items and asked for a few changes in wording.

Resolutions

RESOLUTION #51 – Approval of Payments dated February 12, 2018

RESOLVED, that the Board of Trustees approves the payments dated February 12, 2018 as presented by the Unpaid Bills report of February 8, 2018 reviewed by the Board.

Madeline Zachacz moved and Lucinda Manning seconded the motion to approve Resolution #51. Motion passed unanimously.

Executive Session

At 8:00 p.m. Madeline Zachacz moved and Lucinda Manning seconded the motion to enter into Executive Session to discuss payroll, budget and staffing. Motion passed unanimously.

At 8:30 p.m. Debbie Goddard moved and Lucinda Manning seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 8:31 p.m. Lucinda Manning moved and Debbie Goddard seconded the motion to adjourn the February 12, 2018 Special Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne
Secretary to Director