

**BOARD OF TRUSTEES**  
**OSSINING PUBLIC LIBRARY**  
***Regular Monthly Meeting***  
***March 26, 2018, 7:00 p.m.***

**MEETING MINUTES**

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

Call to Order

At 7:03 p.m. President Matthew Weiss called the March 26, 2018 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge.

Public Comment - None

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the January 22, 2018 Regular Monthly Meeting of the Board of Trustees.

Lucinda Manning moved and Debbie Goddard seconded the motion to approve the minutes. Motion passed. Peter Capek abstained.

Motion to Accept the Minutes of the February 26, 2018 Regular Meeting of the Board of Trustees.

Madeline Zachacz moved and Lucinda Manning seconded the motion to approve the minutes. Motion passed. Debbie Goddard abstained.

Motion to Accept the Minutes of the Special Meeting/Work Session of March 12, 2018. Madeline Zachacz moved and Lucinda Manning seconded the motion to approve the minutes. Motion passed unanimously.

Director's Report

- The new Website is up. New Calendar also.
- Projector replaced in Theater
- WLS app available for Android – a few bugs need to worked out
- PT BEAMS position interviews will be held in next few weeks
- Antonucci & Associates timeline cost: \$800
- Summer lunches – school drop off of food
- Estimate for sidewalk work
- Reupholstery project in progress – some of the reupholstered chairs have been delivered. Board suggested we look into chair rails.
- Commercial snow removal estimates – still expecting one more
- EXCITE – second round of training in Middletown, CT. First OPL project: New

Parents

- Annual Report for 2017
- PLDA – e-content recommendation. WLS moving to Overdrive Advantage Plus

Payroll Approvals – the Board reviewed and approved the March 2 and March 16, 2018 pay registers.

Committee Reports

President’s Report:

- Monday, April 2, 2018 – Library Director’s Performance Review at 6:30 PM, Executive Session

Building and Grounds – Committee meeting held at 5:30 PM tonight.

- Engage professional architect – Karen will do some preliminary research
- 125th Anniversary – moving right along

Resolutions

**RESOLUTION #59 – Approval of Payments dated March 26, 2018**

**RESOLVED**, that the Board of Trustees approves the payments dated March 26, 2018 as presented by the Unpaid Bills report of March 26, 2018 reviewed by the Board.

Madeline Zachacz moved and Lucinda Manning seconded the motion to approve Resolution #59. Motion passed unanimously.

**RESOLUTION #60 – Personnel Changes**

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

NAME	POSITION	DEPARTMENT	HRS/WK	PAY RATE	EFFECTIVE DATE
<i>Resignations:</i>					
Mayo, Paola	Library Clerk	Circ.	17	\$19.12	03/31/2018
Nana-Kweson, Ekow	Page	Circ	12	\$11.00	01/31/2018

Madeline Zachacz moved and Debbie Goddard seconded the motion to approve Resolution #60. Motion passed unanimously.

Old Business

- 2018-2019 Proposed Budget Approval

**RESOLUTION #61 – APPROVAL OF 2018-2019 PROPOSED BUDGET**

**RESOLVED**, that the proposed 2018-2019 Budget of the Board of Trustees of the Ossining Public Library in the sum of **\$4,130,047** be approved, and that the Ossining Union Free School District be authorized to levy and collect the sum of **\$3,998,647** as the necessary tax thereof.

Madeline Zachacz moved and Lucinda Manning seconded the motion to approve Resolution #61. Motion passed unanimously.

- Retaining Wall Timeline Request – Board declined the \$800 timeline.

### New Business

- *Sidewalk Replacement and Extension – Approval of Expenditure*  
**RESOLUTION #62 – APPROVAL OF SIDEWALK EXPENDITURE**  
**RESOLVED**, that the Board of Trustees approves the expenditure to demolish and install new sidewalk as proposed by C&P Green Yards in the amount of \$12,130.  
Madeline Zachacz moved and Debbie Goddard seconded the motion to approve Resolution #62. Motion passed unanimously.

- *2017 Annual Report*

### **RESOLUTION #63 – APPROVAL OF 2017 ANNUAL REPORT**

**RESOLVED**, that the Board of Trustees approves the 2017 Annual Report.  
Debbie Goddard moved and Lucinda Manning seconded the motion to approve Resolution #63. Motion passed unanimously.

- *Stipulation of Agreement*

### **RESOLUTION #64 – APPROVAL OF STIPULATION OF AGREEMENT**

**RESOLVED**, that the Board of Trustees hereby approves the Stipulation of Agreement between the Ossining Public Library and the Civil Service Employees' Association Local 1000, pertaining to paying a stipend to those unit members employed in the civil service titles of Library Assistant and/or Principal Library Clerk who are assigned by the Library Director to serve as department leaders to manage the Teen Services Department and/or the Circulation & Technology Services Department effective March 1, 2018.

Madeline Zachacz moved and Lucinda Manning seconded the motion to approve Resolution #64. Motion passed unanimously.

Public Comment - None

### Executive Session

At 8:00 p.m. Madeline Zachacz moved and Peter Capek seconded the motion to enter into Executive Session to discuss personnel. Motion passed unanimously.

At 8:13 p.m. Matthew Weiss moved and Peter Capek seconded the motion to leave Executive Session. Motion passed unanimously.

### Adjournment

At 8:14 p.m. Peter Capek moved and Matthew Weiss seconded the motion to adjourn the March 26, 2018 Regular Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,  
*Kathy Beirne, Secretary to Director*