

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
May 21, 2018, 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; Kathy Beirne, Secretary to Director

Call to Order

At 7:06 p.m. President Matthew Weiss called the May 21, 2018 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge.

Executive Session

At 7:07 p.m. Lucinda Manning moved and Debbie Goddard seconded the motion to enter into Executive Session to discuss personnel and the union contract. Motion passed unanimously.

At 7:25 p.m. Lucinda Manning moved and Debbie Goddard seconded the motion to leave Executive Session. Motion passed unanimously.

Public Comment

Devante Richards

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the March 26, 2018 Regular Monthly Meeting.

Madeline Zachacz moved and Debbie Goddard seconded the motion to approve the March 26, 2018 Regular Monthly Meeting minutes. Motion passed.

Motion to Accept the Minutes of the April 23, 2018 Regular Meeting of the Board of Trustees was tabled until next regular meeting.

Director's Report

- BEAMS – going well – 17 students. Welcome Melissa Victoria who will be overseeing the program and filling in Teen Services. New temporary Library Monitors Adriana Manzo and Julian Marmol.
- Mallory Marinaro has returned part time and is taking a grant writing course over the summer.
- WLA Conference this month – many OPL staff attended
- Employee door replacement completed

- EXCITE transformation team - \$3,000 seed grant for our program.
- 50th Anniversary celebration of Bill Broadnax on Saturday, April 21 was a resounding success.
- School District Art Exhibit once again being held in our Gallery
- Alice Joselow arranged for a screening of the film *Resilience* which talks about ACEs (Adverse Childhood Experiences) and their effect on people's physical and mental health followed by a presentation by Alice and Tom McIntyre.
- Carnegie Desk ribbon cutting on April 25. Thank you to Erich Paulsen for the restoration.
- Security Committee – Karen, Marie Trapasso, Bill Kress, and Scott Craven – met to review the Emergency Procedures manual. Updates needed.
- Active Shooter training scheduled for June 13 and July 10
- Digital Inclusion Working Group – project of WLS Board and Terry Kirchner
- Linda Levine received a humanities grant
- Teen Services Room – removed row of shelves and added tables

Payroll Approvals – the Board reviewed and approved the April 27 and May 11, 2018 pay registers.

Committee Reports

President's Report

- 125th Anniversary events
- Summer Reading Kickoff celebration – rock climbing wall
- July Sing-Sing Art Exhibit
- August 125th Celebration – Burying of time capsule
- June 11 – Annual Meeting

Policy and Bylaws, Personnel – No report

Finance – No report

Building and Grounds – Continue to monitor wall – OK to open up parking spaces

Resolutions

RESOLUTION #73 – Approval of Payments dated May 21, 2018

RESOLVED, that the Board of Trustees approves the payments dated May 21, 2018 as presented by the Unpaid Bills report of May 21, 2018 reviewed by the Board. Debbie Goddard moved and Madeline Zachacz seconded the motion to approve Resolution #73. Motion passed unanimously.

RESOLUTION #74 – Personnel Changes

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

NAME	(New) POSITION	DEPARTMENT	HRS/WK	PAY RATE	EFFECTIVE DATE
<i>New Hires:</i>					
Jackson, Monique	Library Asst. PT Sub	Teens	Sub	\$25.84/hr	5/7/18
Manzo, Adriana	Library Monitor PT	Teens	9	\$18.49/hr	5/7/18
Marmol, Julian	Library Monitor PT	Teens	9	\$18.49/hr	5/7/18

Madeline Zachacz moved and Debbie Goddard seconded the motion to approve Resolution #74. Motion passed unanimously.

RESOLUTION #75 – Donations

RESOLVED, that the Board of Trustees gratefully accepts the following donations:

- Carnegie Desk Restoration from Erich Paulsen
- \$500 donation in memory of Peggy Toy in this her birthday month of May from Chris & Paul Surovich and Family
- Glass Art Work “The Writer” from Mr. David Morrison

Lucinda Manning moved and Madeline Zachacz seconded the motion to approve Resolution #75. Motion passed unanimously.

RESOLUTION #76 – Approval of Electrician’s Proposal

Resolution was tabled for further clarification.

Old Business

- Space Assessment and Planning
Karen will forward list of architects to the Board.

New Business

- Results of May 15, 2018 Budget Vote: 1,330 Yes; 450 No; 1,198 Alice Joselow; 1,149 Shandi Speller; 1,138 Cecilia Quintero. Thank you Ossining community.
Matt and Karen to hold new trustees’ orientation meeting.
- Annual Meeting – June 11, 2018, 7:00 PM, Budarz Theater
- Electricians’ Proposals for Changing High Lights in Lobby and Cheever Room to LED
Further investigation needs to be done with possibly NYSERDA or grant for help with lamps. Ask school district if NYPA has program to help with replacement of light bulbs.
- Parking Lot Report and Discussion of Opening up Spaces – the Board approved opening the spaces presently fenced off with continued monitoring of wall.
- Library Hours and Staffing
Peter asked if we could expand our hours without increasing costs too much. What is minimum staff required? Karen will report back to BOT.
- Solar Panels – needs to be investigated.
- Long Range Plan Update – Matrix was reviewed.
- GO-TV – outstanding bill of \$750 will be paid by the Friends.
- LCD Screens – Board discussed.

- Lucinda suggested a Board Retreat

Public Comment

Devante Richards

Executive Session

At 8:29 p.m. Lucinda Manning moved and Debbie Goddard seconded the motion to enter into Executive Session to discuss personnel, grievance, staffing, and union contract. Motion passed unanimously.

At 8:52 p.m. Debbie Goddard moved and Lucinda Manning seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 8:53 p.m. Lucinda Manning moved and Peter Capek seconded the motion to adjourn the May 21, 2018 Regular Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne, Secretary to Director