

THE OSSINING PUBLIC LIBRARY
REGULAR MEETING OF THE BOARD

August 23, 2007

Attending: OPL trustees Bob Minzesheimer, Joyce Lannert, Peter Capek, Thomas Staudter, Mirla Morrison, Lucinda Manning, Reginald Bush; OPL director Beth Bermel.

President Minzesheimer called the meeting to order at 4:30 P.M. in the board room of the library.

Minutes: A motion was made (Lannert, Morrison) to approve the July 23, 2007 minutes. Unanimous.

Public Comment: None.

Director's Report: Bermel reported that the operating budget was on target despite salary totals that looked larger because of their early encumbrances in the totals. Minzesheimer asked if the geothermal was timed to conserve electricity during off hours, and Bermel reported that it was. Bermel said that interviews were ongoing for a new Librarian for the Young Adult position. She is also putting together patrol orders for the security officers hired to work in the library. Bermel met with Irene Herz to work on the web page. Online interface with Westchester Library catalog has changed, which needs adjusting from the OLS website. Next month Bermel will attend the Internet Library Conference, which should generate some ideas for OLS. Capek was thanked for his great photos of the new OLS being built that are up on the website. The Ossining school district is auditing the library's accounts, and Bermel said it was able to provide all of the necessary information. Finally, the trustees' review of monthly bills will be changed so that all of the trustees don't have to sign off on the report before the bills are paid.

Construction: Lannert said that the contractor hired for demolition on the old library had defaulted on the contract and a new company was hired to do the job, which delayed work on the parking lot. It is hoped that the new parking lot will be ready by the end of September. The piano for the auditorium will have to be delivered to the library during the first week of October. Regarding the geothermal system: Lannert said the engineer is in touch with the heating and plumbing contractor. The engineer recommends some modifications, specifically dual water filters for the system. Change orders are involved. Regarding the water seepage from the system: a hydrologist has been hired. Significant seepage from the library may be emanating from the well casings. The lighting in the auditorium will need a possible re-designing. Having sound technology ready for auditorium events was discussed. Morrison thought covers for the windows were needed, too, especially for daytime events. Bermel offered that there was no money presently in the budget for window treatments. Lannert also reported that a front sign for the library, nor any other exterior or interior signage, was not budgeted for and so additional funds will be needed.

Library café: Capek said a final draft of the café lease was ready. Owners of the Wobble Café were reviewing the lease and are expected to sign it. Minzesheimer thought it would be good for one of the Wobble owners to meet with the board to get acquainted.

School Liaison Report: None.

Festival Plans: Minzesheimer thought that future planning for the festival in celebration of the new library should be tabled until the parking lot was completed.

Invoices: A motion was made (Morrison, Capek) to pay the following invoices on the recommendation of Lannert, following her review: Ossining Library Foundation (\$114.00) for certificate of occupancy signage; Beatty Harvey #3912 (\$878.14); Domenico Gentile Landscaping (\$180.00) and (\$900.00); Keane & Beane #433789 (\$438.75); Savin Engineering #8493 (\$128.42); Forno (\$21,857.70); J&M Heating (\$40,043.71); Hahn Engineering (\$367.50); and Warren & Panzer Engineers #962871 (\$10,076.00).

Unanimous.

Resolutions: A motion was made (Morrison, Manning) to pass Resolution #5/07-08, which authorizes the president of the library board to execute a release, assignment and lien waiver with Westchester Fire Insurance Company. A full text of the resolution is attached. Unanimous.

At 5:35 PM a motion was made (Minzesheimer, Staudter) to go into Executive Session to discuss the contract proposal for the staff. At 6:20 PM a motion was made (Manning, Bush) to exit the Executive Session. Both motions passed unanimously.

Contract: A motion was made (Manning, Staudter) to ratify the memo of agreement between the library board and the union regarding the staff contract. Unanimous.

At 6:30 PM a motion was made (Manning, Lannert) to return to executive session to discuss pending legal claims against the library. Unanimous. At 6:45 a motion was made (Staudter, Manning) to exit executive session. Unanimous.

New Business: Bermel suggested that meeting room regulations be solidified. A revision of the bylaws needs further discussion. A formal committee structure is needed and will be looked at during the next board meeting. Long-range goals of the library will be discussed as well. Offering college scholarship funds to Ossining High School seniors has been suggested.

Schedule of future meetings: All to take place at 7 PM: September 24; October 22; November 26; and December 17.

A motion was made (Capek, Bush) to adjourn the meeting at 7:25 PM. Unanimous.

Respectfully submitted,
Thomas Staudter