

Ossining Public Library  
Regular Meeting of the Board of Trustees  
18 August 2008

Attending: Ossining Public Library Board of Trustees members Peter Capek, Thomas Staudter, Lucinda Manning, Samantha Brail, Bob Minzesheimer, and Mirla Morrison. Staff: Elizabeth Bermel, Director. Guests: former Board Member Joyce Lannert, Ossining Public Library Foundation President Richard Wishnie, and Foundation Treasurer Gloria Tannenbaum.

President Capek called the meeting to order in the board room of the library at 7:06 p.m. The Agenda was approved unanimously.

Approval of Minutes: Bob Minzesheimer moved, and Samantha Brail seconded, the passage of the Minutes as amended by Lucinda Manning. Passed unanimously.

#### Guests

Joyce Lannert, who is still advising the Board on the conclusion of the construction process, brought a proposal from Beatty Harvey and Associates to the Board. BH&A is proposing the Library settle on a final payment of \$22,715.38, reduced from \$64, 107.31. Joyce Lannert and various members of the Board continue to raise concerns about the invoice. Joyce Lannert and Peter Capek will discuss the close-out billing issues with BH&A and Savin.

Richard Wishnie, President of the Ossining Public Library Foundation and Gloria Tannenbaum, Treasurer, were introduced to the Board. They shared progress to date: a significant pledge to the Foundation be paid over three more years; \$32,000 in the bank now; purchase by the Foundation of four benches already in place; frames for the gift to the Library of fifteen photographs; approval of two programs for Hispanic heritage month; funding approved for the local contribution required for the Library's major theater arts grant proposal. The Foundation is still waiting for the second bid for the curtain, and indicated it would help underwrite the pianist proposed by David Kornreich. That program would take place in October. Joyce Lannert has joined the Foundation Board, and they are looking for more members.

On the other hand, there has been no reaction to their flyer at fair and at the Library. Now they want to get going. A spirited discussion followed with ideas being brainstormed by both the Board and the Foundation members. Among ideas raised were:

- Concerns about signage

- Creating a Spring celebration where the Foundation (and other groups) would be highlighted and the Foundation's annual report would be presented
  - The desire for a wish list from the staff of the Library.
  - A celebration of the Library's 115th birthday
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- Branding the Foundation as cultural arts beacon in Ossining
  - Promoting the name of the performance space: Camille Budarz Theater
  - Sponsoring a Coffee House on Friday nights
  - Involving the Foundation in strategic planning
  - Applying for NEA Grant

Public Comment: No other public comment.

Director's Report: Beth Bermel shared the highlights of her Director's report, and commented on the following:

- Bonnie Katz and Linda Levine facilitated the film series and should receive great praise for this cross departmental effort (The Board joined in the praise for the effort!)
- The Meeting Room policy has provided guidance for deciding on requests to use our space.
- Human Resources report: There have been a few Personnel Changes:
  - Hired Sudha Narsipur Librarian I - Part time
  - Hired Gabriel Thompson – Custodial Worker – Part time
  - A full time clerk turned down the job in circulation so Chris Surovich has to start again; there are still two positions to fill
  - Beth Bermel is shifting schedules of custodial workers for better coverage
- There were no questions on the Operating Budget Report.

#### Trustee Reports

- Building Project Committee: Peter Capek reported the electrician was supposed to present an estimate for the lights but we have not yet seen it. The lighting would consist of five lights mounted on the ceiling or on the soffit that contains the sliding door; each can be individually controlled. Lighting has been improved in the café. There still seems to be problems with the landscaping, and the contractor needs to come back.

Approval of Construction Invoices It was moved by Tom Staudter, and seconded by Bob Minzesheimer, to pay Advanced Roofing Co, Inc. \$4,000 and Keane and Beane (Inv. #440955) \$438.75. Passed unanimously.

Old Business

- The Village Court date was adjourned until September 22<sup>nd</sup>.
- The Attorney is still trying to get an opinion from the State Comptroller on the use of fine money for scholarship, whether we can charge various fees, whether we sell can sell items such as ear buds and flash drives
- The Program Committee is in the process of formation. We have sent out information on web blast, Journal News etc. We are working on a flyer to solicit members. It will be an advisory committee; the Director will have final approval. The hope is to develop a plan for the fiscal year
- Peg Tyre will be speaking about her new book, The Trouble with Boys on September 9<sup>th</sup> at 7:15 p.m. She is an Ossining High School graduate
- Beth Bermel shared her thoughts about WDFH, the radio station that presented a proposal at our last Board meeting. She advised the Board that there is no partnership in the country that is similar to the one that was proposed; that given the amount of space requested, the need for 24-hour access, the parking we have, and the fact that what they proposed would take up almost the whole space available Beth Bermel is advising not to approve the proposal at this time. Members of the Board raised other concerns: the connection to Pacifica radio, the mission of WDFH is regional, ours is our local community. Peter Capek and Beth Bermel will draft a response indicating that we are not ready to make a commitment at this time, but we are keeping the door open.

New Business

- Committee Membership – Peter Capek announced the following for this fiscal year:

Board Member	Secretary	Bylaws & Policy	Finance	Building/ Project	ILT Rep.	Foundation Liaison
Samantha Brail		M	M			
Reginald Bush			C	M		
Peter Capek			M	C	X	
Lucinda Manning		C				
Bob Minzesheimer				M	(X)	
Mirla Morrison	X					X
Tom Staudter		M				

Key: M = Member

C = Chair

X = Position

- Conference Room Naming – A proposal was made by Bob Minzesheimer to name the Conference Room after Jen Goble. It will be considered by the Board at a future meeting.

Executive Session A motion was made by Mirla Morrison, and seconded by Tom Staudter, to enter Executive Session at 9:29 p.m. to discuss a personnel matter. Passed unanimously.

A motion was made by Tom Staudter, and seconded by Lucinda Manning, to exit Executive Session and resume the open Board meeting at 10:55 p.m. Passed unanimously.

Tom Staudter moved, and Mirla Morrison seconded, granting Elizabeth Bermel a raise of \$4,000 to begin immediately. Passed unanimously.

A motion to adjourn the meeting at 10:08 p.m. was made by Tom Staudter and seconded by Mirla Morrison, and unanimously approved.

Respectfully submitted,  
Mirla Morrison