

Ossining Public Library
Regular Meeting of the Board of Trustees
15 December 2008

Attending: Ossining Public Library Board of Trustees members Peter Capek, Samantha Brail, Lucinda Manning, Reginald Bush, Bob Minzesheimer, and Mirla Morrison. Board of Education liaisons William Kress and Dana Levenburg attended until 6:05 p.m. when they had to depart for another meeting. Staff: Elizabeth Bermel and Tamara Stewart.

President Capek called the meeting to order in the board room of the library at 5:45 p.m. The Agenda was approved unanimously.

Approval of the November Minutes: Reginald Bush moved and Bob Minzesheimer seconded. Unanimously approved.

Public Comment: none

Staff Report – Tamara Stewart, Teen Services Coordinator, introduced us to the many activities for our teenagers. Her department just finished the spring line-up of programs. These include:

- Beginner Yoga and Beginner/Intermediate Yoga
- Teen Movie Nights
- Let's play!
- Game On!
- Need Some Help With Math?
- Chess
- Wanna Act Up?

Programs are announced and posted at both AMD and OHS. "Batman the Dark Knight," a Friday night movie was very well attended. Video gaming is becoming a regular part of our programming, and OPL was commended by the Westchester Library System for bringing libraries into 21st century.

Ms. Stewart is looking at possibility of restarting the young adult Spanish collection. She has been talking to our school district administrators and teachers, and notes that not many libraries in the county beyond Yonkers have collections. She is trying to collaborate with Joe Spero and Valerie Hynes to have all secondary classes visit the library, and is encouraging teens to write reviews of books for publication on our website. Ms. Stewart and the Board had a discussion about the issues of getting teens to read for pleasure.

The initial problems related to use of the teen room have all but disappeared. All teens have to read and sign a form explaining the guidelines to use the room, the staff knows the names of most of our users, and the teenagers are living up to expectations.

The Board thanks Ms. Stewart for a most informative briefing, the variety of offering for teens, and looks forward to hearing from her again.

Director's Report:

In addition to the written report Beth Bermel announced that the staircase railings are installed in the theater, and the lights are also installed. Ms. Bermel has gotten a quote to add a wooden painted valance over the curtain.

The policy of cancelling children's programs on days when school is closed will be reviewed. Thanks to John Hawkins, James Bradley is coming to discuss Flags of Our Fathers on January 26th.

Operating Budget Report – Beth Bermel reviewed the monthly budget report that continues to be on track. The office staff is in process of refining tracking procedures and considering category changes in the budget.

Personnel – Beth Bermel reported that Molly Robbins has been hired as Librarian III effective 1/12/09 to head our Reference Department. Mirla Morrison moved, and Reginald Bush seconded her appointment, and the Board unanimously approved the motion.

Trustee Reports

- By-Laws/Policy Committee: The Code of Ethics and Conflict of Interest Policy had been tabled at the last Board meeting to give the Trustees time to consider Bob Minzesheimer's amendments. These read in paragraph 2, number 1,
 - substituting from "under circumstances in which it could reasonably inferred . . ." to "from any person or organization doing business or intending to do business with the library, or rewarding a library employee or trustee for any official action on his or her part"
 - and to change the monetary amount in the phrase "No Trustee or employee shall directly or indirectly solicit, accept or receive any money or gift having a value of \$75 or more," to \$50.

Bob Minzesheimer moved and Mirla Morrison seconded the amending language. After a Board discussion about the change in wording, The Code of Ethics and Conflict of Interest Policy as amended was passed with Bob Minzesheimer, Peter Capek, Mirla Morrison and Samantha Brail voting for the policy as amended, and Lucinda Manning and Reginald Bush voting against. (Policies are posted on our website, and in the Policy Books at the service desks.)

Approval of Construction Invoices

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Bob Minzesheimer moved and Samantha Brail seconded the approval of the Construction Invoices and Board of Trustees passed the following payments unanimously:

- Keane & Beane, P.C. (Inv. #443303) for 487.50
- Savin (Inv. #0099987) for \$600
- Savin (Inv. #0010025) for \$50.69

Resolutions

Reginald Bush moved and Bob Minzesheimer seconded that the Board of Trustees accept with gratitude the following donations:

- Resolution 5: \$100 from W. Jean Horkans
- Resolution 6: \$100 from Robert Blumenthal
- Resolution 7: \$5 from James Siena

Passed unanimously.

Mirla Morrison moved and Reginald Bush seconded

- Resolution 8: The Board of Trustees approves price increases for copies made on copiers and public printers (Price list is found on our website and at the copiers)

Passed unanimously

Mirla Morrison moved and Reginald Bush seconded

- Resolution 9: The Board of Trustees approves the sale of 1G flash drives to patrons at \$10.00 each. (As of January 1st they will be available at the Circulation Desk.)

Passed unanimously

Reginald Bush moved and Samantha Brail seconded a motion to adjourn the meeting at 7 p.m.
Unanimously approved.

Respectfully submitted,
Mirla Morrison