

THE OSSINING PUBLIC LIBRARY
REGULAR MEETING OF THE BOARD

June 17, 2008

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

President Minzesheimer called the meeting to order at 7:10 PM in the board room of the library. The agenda was approved.

Minutes: A motion was made (Lannert, Minzesheimer) to accept the revised April 14, 2008 and June 4, 2008 minutes. Unanimous.

Public Comment: None

Director's Report: Bermel introduced OPL staffer Jimmy Trapasso to the board; he has been hired as public relations library assistant and on the job for the past three months, writing press releases and serving as chair of the web design committee. (Morrison remarked that the Chappaqua Public Library board members marched in that village's Memorial Day parade.) OPL's web master Irene Herz has resigned. The OPL website is being moved to a new host and being re-developed. Bermel is getting 3 quotes for web developers; cost is to include training for library staffers.

Bermel stated the library has applied for a Youth Bureau grant to develop and support a theater group for teenagers. Grant will cover costs for three years. OPL will hear about the grant in October, so the program could start in January 2009.

Bookkeeper Linda Pisano is leaving. Facilities consultants are being interviewed.

Regarding the budget, Bermel said she'll be moving monies into the Building Repairs line.

A new book drop was purchased.

New Trustee Votes: Peter Capek was voted unanimously to another term. Samantha Brail was voted to become a new trustee; vote was 5-0 with Manning abstaining.

Trustee's Reports:

President—Minzesheimer remarked that the meeting was his last as board president. The library is in a better place now, he said. The recent Festival served to spotlight the OPL and showed people the many virtues of the new building. He also thanked Lannert for her work on the new library and Capek for help with the director's search.

Building Project—Lannert said changes regarding the stage lighting still needed going over. If new control panel for lighting is necessary, the question is why was inadequate to begin with. Bob Furneis said it was because the space was not planned as a "production stage"—not a convincing answer. Hand rails in the theater will need light strips. Geothermal working fine. Corrosion of pipes in the geothermal system may have been caused by minerals in the water.

A proposal from Savin Engineers to fix the stage lighting stands at approximately 20 hours of work at \$150 an hour to meet with electrical contractor, coordinate lighting installation and help with training of dimming controls. A motion was made (Lannert, Capek) to approve of the proposal. Unanimous. Minzesheimer will be joining Capek and Bush on the Building Committee.

Bylaws/Policy—Morrison reported on a June 10, 2008 meeting of the committee. The WLS Code of Ethics and Conflict of Interest Policy will replace the previous policy.

Director's Evaluation Committee—Capek said the committee had one meeting on May 1, 2008 and handed out the agenda. An evaluation form for both board members and staffers is needed. Written goals and objectives are still needed.

Foundation—Morrison met with board. Foundation will pay for theater curtain. There was discussion about four park benches to be installed and then offered for "naming." Foundation is looking for new members and wants to launch a fundraising campaign.

Nominating Committee—Lannert forwarded the following nominations: Capek—President; Staudter—Vice President; Morrison—Secretary; and Linda Carpenter—Treasurer. A motion was made (Bush, Manning) to accept the slate, which was then unanimously voted in.

Construction Invoices: A motion to pay the following invoices was made (Morrison, Staudter) and unanimously approved on the recommendation of Lannert, following her review: Beatty Harvey #4698 (\$57.67); Keane & Beane #439654 (\$243.75); Savin Engineers #9250 (\$300.00). Unanimous.

Old Business:

Goals for 2008—The following were approved: 1) create a strategic plan following a community assessment; 2) create program committee; 3) create an email database and launch a monthly email newsletter; 4) follow LEED assessment with more environmental programs; 5) encourage outreach to area businesses and professionals; and 6) start planning for Quadracentennial events.

Unique Management—Staudter made a motion to have Unique Management, which helps OPL collect late fines and overdue materials, refrain from reporting OPL patrons with delinquent fines and lost materials to credit bureaus. Motion was tabled, and Bermel said she would talk to Unique about this situation. Staudter noted that over 400 OPL patrons have been reported to credit bureaus by Unique in the past five years, some with less than \$60 of overdue fines, and suggested that simply suspending their borrowing privileges would be a good enough penalty. He also suggested that the OPL have signs near the checkout areas that espouse those benefits to the community from good, responsible library patrons.

GOTV—Further discussion tabled.

New Business: A motion to pass Resolution No. 30 with a friendly amendment was made (Lannert, Bush) which stipulated that the board gives the OPL director authority to move \$5000 from one budget line to another without prior approval. Unanimous. A motion for a new Resolution, No. 31, was then made (Lannert, Bush) suggesting that the OPL lawyer look at No. 30. After some discussion Bush and Lannert then withdrew their motion for No. 31.

A suggestion for OPL to lead the way in creating a community calendar of events was endorsed by the board.

At 9:40 a motion to go into executive session to discuss personnel issues was made (Morrison, Bush) and unanimously approved. A motion to leave executive session at 9:30 PM was made (Capek, Manning) and unanimously approved.

A motion to adjourn the meeting at 10:10 PM was made (Morrison, Bush) and unanimously approved.

Respectfully submitted,

