

Ossining Public Library  
Regular Meeting of the Board of Trustees  
12 January 2009

Attending: Ossining Public Library Board of Trustees members Peter Capek, Samantha Brail, Reginald Bush, Thomas Staudter, Bob Minzesheimer, and Mirla Morrison. Board of Education liaison Alice Joselow. Staff: Elizabeth Bermel and Molly Robbins.

President Capek called the meeting to order in the board room of the library at 7:10 p.m. The Agenda was approved unanimously.

Approval of the December Minutes: Reginald Bush moved and Thomas Staudter seconded approval of the Minutes. Unanimously approved.

Public Comment: none

Beth Bermel introduced Molly Robbins, our new Adult/Reference Services Coordinator on her first day at the Ossining Public Library. Her last position was as Director of the Library in Cornwell-on-Hudson, New York, and she has many years of experience in libraries. The Board of Trustees is delighted to welcome her to the OPL family. Ms. Robbins is urged to encourage the staff to recommend books to the public on our website.

Director's Report: Beth Bermel discussed her monthly report and noted that efforts are being made to keep the Circulation Desk area warmer. The new newsletter was complimented by all, and suggestions were made for additions. The issue of what to do if the school district closes its schools for weather related problems was raised. If the District has a snow day, programs in the Children's Room are officially cancelled. However, if the Library is open, and if people arrive expecting the program, the children's program will happen.

Operating Budget Report – Beth Bermel reviewed the monthly budget report that continues to be on track. Our bookkeeper revised our Baker and Taylor accounting and created categories so we can see our purchases more clearly, and is still working on budget categories. It was requested that a line for income be added to the monthly budget.

Personnel Change – Beth Bermel, with regret, informed the Board that Louis Rodriguez, one of our pages, has resigned.

### Trustee Reports

- President's Report: Peter Capek reported that he is contacting the GE facility about hosting the Board of Trustees for a Retreat to consider long range goals and strategic

planning. He requested that the Director present our policy of selecting and buying books to the Board of Trustees.

- By-Laws/Policy Committee: Beth Bermel reported that the Policy Committee should have the draft Circulation Policy for its consideration later this week.
- Budget/Policy/Committee: Reginald Bush is meeting with Beth Bermel before the end of this month to begin the Budget process, and then Committee will meet. He noted that we are starting the process much earlier this year.
- Foundation: Mirla Morrison reported that the Library Foundation and a successful mail solicitation campaign at the close of the fiscal year.
- Bob Minzesheimer has agreed to create another Festival of Readers and Writers. As of this date the following authors will be speaking:

March 14<sup>th</sup> Blake Bailey will discuss his new book on John Cheever

April 18<sup>th</sup> On afternoon of her Ossining Matters concert Roseanne Cash has agreed to discuss her writing - beyond songs. She's the author of a short story collection, Bodies of Water, and a kid's picture book, Penelope Jane, has contributed essays to The Nation, and is working on a memoir.

He has many other ideas in the works including Panels on Readers on Reading, and Writers on Writing, and Marilyn Johnson's new book on libraries.

#### Approval of Construction Invoices:

Bob Minzesheimer moved, and Thomas Staudter seconded, the payment of the following invoices:

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|---|------------|
| • Keane and Beane (Inv.# 443865)        | \$ 438.75  |
| • Filingeri Electrical Contracting      | \$23967.49 |
| • Savin Engineers, P.C. (Inv. #0910096) | \$ 600.00  |
| • Savin Engineers, P.C. (Inv. #0010095) | \$ 85.08   |

Passed unanimously. Delivery of the payment to Filingeri, however, is contingent upon them first moving the switch for the stair lights in the auditorium to the other side of the partition.

#### Resolutions:

Mirla Morrison moved, and Samantha Brail seconded the acceptance of:

- Resolution #8, a revision of the Resolution passed at the last Board Meeting. The price for an 11 x 17" color copy should read \$.50. Passed unanimously.

Thomas Staudter moved, and Reginald Bush seconded the acceptance, with thanks of all of the following:

- Resolution #10, a gift from Abbas Alaaghemand

- Resolution #11, a gift to the Children's Room from Risa Schifter in honor of her grandson, Alex James McBreen. The gift will be used to purchase children's books.
- Resolution #12, a gift from The Rebecca and Arthur Samberg Foundation to be divided between children's programming and books.
- Resolution #13, a donation from Dorothy W. Rinaldo, in memory of her husband Peter M. Rinaldo to establish the Peter M. Rinaldo Endowment Fund. The interest from this fund will be used for the acquisition of non-fiction books in the fields of science, economics, history, and biography.
- Resolution #14, a donation from Trevor Robohm to purchase children's books.
- Resolution #15, a gift from Bonnie Zitofsky.

Passed unanimously.

#### New Business:

- Bob Minzesheimer moved, and Thomas Staudter seconded the acceptance of The Peter M. Rinaldo Endowment Fund Policy. Passed unanimously.
- Fundraising Ideas: Thomas Staudter discussed the possibility of a series of concerts to raise money for humanities scholarships for high school graduates. He will talk to the Library Foundation about collaboration.
- Beth Bermel announced that the Library received a grant from the Westchester Arts Council to partially fund a mural in Children's Room that will have as its theme the Quadricentennial celebration of Hudson River. The artists who will be working with our children are Larry Dimico and Sone Tower. Bob Minzesheimer displayed Hudson Talbott's new children's book the River of Dreams on the Hudson River.
- Beth Bermel further announced that we did not receive the Westchester County's Youth Bureau Positive Youth Development Grant for which we applied.

#### Executive Session:

Thomas Staudter moved and Mirla Morrison seconded at 8:454 p.m. that the Board enter Executive Session for purposes of discussion of a legal issue. Passed unanimously.

At 8:55 p.m. Reginald Bush moved and Mirla Morrison seconded the motion to leave Executive Session. Passed unanimously.

Bob Minzesheimer shared with the Board of Trustees the list of Awards given to the new Library since its opening:

- First Annual Alliance of Green Schools and Communities Award – April 2006
- Commitment to Westchester’s Environment Award – October 2006
- Certificate of Achievement from Congressperson Nita Lowey – October 2006
- Citation from Sandy Galef, Member of the NYS Assembly – October 2006
- Proclamation from the Westchester County Board of Legislators – October 2006
- 2007 Green Building Award, Habitat for Humanity for Westchester – April 2007
- American Institute of Architects Award for Excellence in Design – February 2008
- Planning Achievement Award, Westchester Municipal Planning Federation – May 2008

Samantha Brail moved, and Bob Minzesheimer seconded, a motion to adjourn the meeting at 9:00 p.m. Unanimously approved.

Respectfully submitted,  
Mirla Morrison