

Ossining Public Library
Regular Meeting of the Board of Trustees
15 June 2009

Attending: Ossining Public Library Board of Trustees members Peter Capek, Reginald Bush, Tom Staudter, Bob Minzesheimer, Lucinda Manning, Samantha Brail, and Mirla Morrison. Staff: Elizabeth Bermel. Bill Kress representing the Ossining School District.

President Capek called the meeting to order at 7:07 p.m. The Agenda was accepted as amended.

Approval of the April Minutes: Reginald Bush moved, and Samantha Brail seconded, approval of the Minutes. Unanimously approved.

Director's Report: Beth Bermel reported she has received an EcoAudit from the horticulturalist, Richard Eaton with recommendations to move plantings and enrich soils; the only thing we would have to purchase are high grasses to be planted around the transformer. Except for grasses, all work will be done for free. There also will be a maintenance plan. The Children's Department will move the sunflowers they planted in pots outside. The rocks below the auditorium window have been replaced with wood chips. Beth Bermel was complimented by the Board on the quality of her written reports.

Operating Budget Report – Beth Bermel reported that budget expenditures are on track.

Revenue Report- The Director reported that our revenue is healthier than anticipated given the fact that it was discovered that revenue from book sales can only be credited to the Associates, not to the Library itself, so that revenue line had to be removed.

Personnel Changes

Congratulations and welcome to our new staff members:

- Carlos Edgar Costa, Custodial Worker on call
- Danual Martin, Custodial Worker on call
- Wenli Zhang, Senior Bookkeeper

We accept, with regret, the resignation of Maureen Connelly, Senior Bookkeeper.

Congratulations to Molly Robbins, Adult/Reference Services Coordinator, whose status has changed from Librarian III – Provisional to Librarian III – Probationary.

Trustee Reports

Bylaws/Policy Committee – Lucinda Manning brought the following policies to the Board:

- Privacy Policy: Tom Staudter moved, and Reginald Bush seconded the policy as amended. Passed unanimously.
- Circulation Policy: Tom Staudter moved, and Reginald Bush seconded the policy as amended. Passed unanimously.

The policies can be viewed on the Library website and at the Library.

Resolutions:

Reginald Bush moved, and Lucinda Manning seconded, and the Board unanimously approved that the

1) Board of Trustees accept, with thanks

- Resolution 23, a donation of \$457.94 from the Barnes & Noble Book Fair held on May 9, 2009
- Resolution 24, a donation of \$30.06 from The Village Bookstore, LLC from the Festival of Writers and Readers

As a result of these donations, the Programs budget line will be increased by \$488.00.

2) The Board also accepts Resolution 25, with thanks, a donation from James Siena to purchase children's books

New Business:

- Trustee Candidates: The Board will meet on Wednesday, June 24th to vote on the recommendations for candidates for the two open seats on the Board.
- Appointment of Library Director III: Reginald Bush moved, Mirla Morrison seconded, that Elizabeth Bermel be appointed as Library Director for the minimum of twelve weeks probation before her appointment becomes permanent. Six trustees voted in favor. Lucinda Manning abstained because a Director's evaluation had not been completed, as recommended by the Handbook for Library Trustees of New York State.
- Beth Bermel requested that the Board approve the Ossining Public Library application for a New York State Education Department Family Literacy Services Grant to introduce Hispanic families with pre-school children to the Library. The goal of the grant is to

promote literacy. Sally Dow and her staff are to be commended for their hard work on the application. Tom Staudter moved, and Samantha Brail seconded the motion to apply for the grant. Unanimously approved.

- Website Status and Goals: Bob Minzesheimer raised many issues concerning the website. This was followed by discussion of the issue by the Board.
- Community Read: Bob Minzesheimer suggested that the Library undertake the Community Read program in some form. Beth Bermel will bring this to the Program Committee.
- Lucinda Manning suggested we adopt the Museum Pass Management System and distributed an article from *Library Insight* for the Board to read.
- Tom Staudter is urging the Board to undertake an initiative to broaden our cultural inclusion. Reginald Bush and Mirla Morrison would like to join him in this endeavor.

Peter G. Capek
Jul 20, '09, 4:34 PM
Added Text

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Old Business

- Strategic Planning: Beth Bermel distributed Chapter 1 “Plan to Plan” from *Planning for Results* by Sandra Nelson and June Garcia to both key staff and the Board to read before the next meeting.
- Stecker and Hurowitz Foundation: Mirla Morrison shared that the Foundation would like to present three concerts next season at no cost to the Library.
- Peter Capek thanked Bob Minzesheimer for his dedicated service the Library for the past ten years. Tom Staudter pointed out that the success of the OPL today is partly due to the work of Bob Minzesheimer. He will be missed.

Reginald Bush moved, and Tom Staudter seconded, a motion to adjourn the meeting at 9:40 p.m. Unanimously approved.

Respectfully submitted,
Mirla Morrison