

D R A F T -- Unapproved  
Ossining Public Library  
Regular Meeting of the Board of Trustees  
June 21, 2010

Attending: Trustees:     Samantha Brail  
                                  Reggie Bush  
                                  Peter Capek  
                                  Art Jay  
                                  Lucinda Manning  
                                  Mirla Morrison  
                                  Tom Staudter  
OPL Staff:                 Jim Farrell, Director  
OSD Liaison:             Bill Kress

President Capek called the meeting to order at 8:00 p.m., following an interview with a candidate for the Board.

**Approval of Minutes:**

Tom Staudter moved, and Reginald Bush seconded, a motion to approve the Regular Board Meeting Minutes of May 17, 2010. Unanimously approved.

Tom Staudter moved, and Reginald Bush seconded a motion to approve the Special Board Meeting Minutes of May 24, 2010. Unanimously approved.

**Public Comment:** none

**Director's Report:**

In addition to his written report, Jim Farrell announced that we will have to have our reorganization meeting after July 6, 2010 because that is the day when the Ossining School Board will next meet and pass their resolution appointing the new Trustees. The Board decided to meet on the originally scheduled day, Monday, July 19<sup>th</sup> at 7:30 p.m. The auditors will be returning tomorrow. Jim Farrell recommends that the Board adopt a specific Robert Rules of Order edition and follow it.

He further reported that people are tripping on the first step in the rear section of the theater as they enter. (This is the result of an error by the architect. The location of the door was changed to accommodate the partition, but the placement of the step was not altered to take this into account.) He will find a company to give us a quote on the cost of a ramp. Tom Staudter suggested we go back to the architect and ask him what he would do to rectify the problem. The \$12,000 in funds which the Board had earlier resolved to spend from the endowment were finally made available to us by Andrew Lennon, the Library's Treasurer.

Operating Budget Report: As of mid-June, about \$266,000 remains unspent in our current budget. (This is an early indication of how much money will be transferred to our fund balance at the end of this fiscal year.) Questions arose about the printing line in the budget and what is included in it. Jim Farrell will investigate and report back to the Board.

**Human Resources Report:** none

**Trustee Reports:**

- President’s Report: Peter Capek reported that the second canvass of the Civil Service list for Library Director III resulted in “breaking” the list, and thus the Director’s appointment is valid.
- Ossining Public Library Foundation: Mirla Morrison reported that the Foundation has allocated \$15,000 for a concert series entitled “The OPL Foundation Presents”, and is awaiting the recommendations of the Program Committee. Jim Farrell promised that the committee would be convened by the end of June. The Foundation elected their officers for 2010-2011: Gloria Tannenbaum, President; Joyce Lannert, Vice-President; Tom Vincent, Secretary; Mark Kleiman, Treasurer; Mark Seiden, Member at Large.

**Resolutions:**

- Resolution No. 33: Be it resolved that the Board of Trustees accepts, with sincere thanks, a donation in memory of Arthur Smith from Marilyn A. Longden and Arthur W. Longden, Jr. The Gifts and Donations line (OPLI-2705-000) of the Revenue Report will be increased. Since Arthur Smith was an avid gardener, these funds will be used for garden and lawn maintenance.

Arthur Jay moved, and Reggie Bush seconded, a motion to pass this resolution with thanks. Unanimously approved.

- Resolution No. 34: BE IT HEREBY APPROVED by the Board of Trustees of the Ossining Public Library to transfer funds among budget lines as follows:

From		To	
Noninst Salaries-Prof OPLI-7410-165	\$40,000.	Professional Fees OPLI-7410-437	\$20,000.
		Adult Books OPLI-7410-410	\$20,000.
Noninst Salaries-Clerical OPLI-7410-160	\$15,000.	Noninst Salaries- Custodial OPLI-7410-162	\$15,000.
Major Repairs OPLI-7410-453	\$ 4,500.	Repairs, Svcs, Alter. OPLI-7410-452	\$ 4,500.
Photocopiers, Supplies OPLI-7410-440	\$ 3,000.	Grounds Upkeep OPLI-7410-454	\$ 3,000.
Electricity OPLI-7410-450	\$18,000.	Library Supplies OPLI-7410-430	\$12,000.
		Office Supplies OPLI-7410-436	\$ 3,000.
		Building Supplies OPLI-7410-451	\$ 3,000.
Adult AV Materials OPLI-7410-412	\$12,000.	Adult Serials OPLI-7410-413	\$12,000.

Mirla Morrison moved, and Lucinda Manning seconded, a motion to pass 2009-2010 Budget Resolution No. 34. Unanimously approved.

Lucinda Manning suggested we have a brochure promoting our “green” library.

### **Old Business**

- Jim Farrell reported on the preparations for the second vote on the Library Budget to be held on Tuesday, June 29, 2010.
- The Board of Trustees will hold a Retreat on Saturday, August 21, 2010. Art Jay will work on the arrangements. Peter Capek appointed a committee consisting of Art Jay, Samantha Brail and himself to plan the agenda.

### **New Business:**

- Selection of candidates for Trustee positions: Reginald Bush, Tom Staudter, and Jaime Aguirre are to be recommended to the Ossining Board of Education for a Resolution appointing them on July 6<sup>th</sup>. Peter Capek thanked Lucinda Manning for her time and contributions to the Board and the library.
- Nominating Committee: Peter Capek appointed Tom Staudter, Reginald Bush, and Samantha Brail as the Nominating Committee for officers for the next fiscal year. The committee will present nominations at the regular Board meeting on July 19, 2010.

Reginald Bush moved, and Tom Staudter seconded, a motion to adjourn at 9:23 p.m.

Respectfully submitted,  
Mirla Morrison