

D R A F T -- Unapproved  
Ossining Public Library  
Regular Meeting of the Board of Trustees  
Monday, May 17, 2010

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

President Capek called the meeting to order at 7:30 p.m., the new meeting time.

**Approval of Minutes:**

Art Jay moved, and Samantha Brail seconded, a motion to approve the Regular Board Meeting Minutes of April 19, 2010. Six Trustees voted in favor. Reginald Bush abstained since he was not present at the April 19<sup>th</sup> Board Meeting.

Reginald Bush moved, and Tom Staudter seconded a motion to approve the Special Board Meeting Minutes of May 6, 2010. Unanimously approved

**Public Comment:** none

**Director's Report:**

In addition to his written report, Jim Farrell announced that representatives of a prospective auditing firm will visit on Thursday for a preliminary meeting. He has received calls about the budget. He recommends that in the future we hold our election separately from that of the School District. James Traspasso is putting together an RFP for a new webmaster. Jim Farrell is working on staff job descriptions. The Program Committee will meet after the budget vote, and the Board will now receive a Monthly Circulation Materials Report. Tom Staudter recommended that we continue to beef up our collection of culturally inclusive and foreign language materials, and Jim Farrell shared his plans to accomplish that goal. Art Jay recommended that we highlight our initiatives in our newsletter, and have our own budget newsletter yearly.

The budget is on track and our revenue is ahead of plan for the year, primarily because of grants.

The Board reaffirmed authorization for the purchase of a machine to remove gum from the sidewalk. Estimated cost is about \$3500.

Jim Farrell will find out if the endowment monies were released to us as Andrew Lennon, the Library's Treasurer, promised.

**Human Resources Report:**

Reginald Bush moved, and Art Jay seconded, the acceptance of the Human Resources Report Unanimously approved

**Trustee Reports:**

- President's Report: Peter Capek reported he has been working on the survey, which he distributed, to be administered at the budget vote tomorrow. There is a Spanish version, produced by Guillermo Rodriguez. The survey will also be available on line at <http://bit.ly/oplsurvey>; and will be available at the Village Fair. He hopes to report preliminary findings at the Annual Meeting. Jim Farrell, Peter Capek, Lucinda Manning, Art Jay, and Mirla Morrison went to the Library Trustees Association of New York State 2010 Trustees Institute on April 30-May 1 on Long Island. Lucinda Manning requested that the meeting packet be sent to the Trustees a week before the regular meeting.
- By-Laws and Policies: Lucinda Manning – no report.
- Ossining Public Library Foundation: Mirla Morrison reported that Mark Seiden has joined the Foundation Board.

**Resolutions:**

Be it resolved that the Board of Trustees accept, with sincere thanks, the donations listed in 2009-2010 Budget Resolution No. 32 that details gifts from the following in memory of Arthur Smith:

Lawrence & Madeline L. Reich	Sleepy Hollow High School Welfare Fund
Katharine St. Vincent	Sanford & Annette Levine
Jason & Sarina A. McGough Choi	Anthony & Diane Balicki
Robert & Julia B. Anello	Hannelore & Stephen Seligman, M.D.
Mirla & George Morrison	Daniel & Donna Brogan
John & Arlene Mangialardi	Jeff & Susanne Ho

The Gift 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.

Art Jay moved, and Samantha Brail seconded, the adoption of Resolution No. 32. Unanimously adopted.

## **New Business:**

- **Mission Statement:** The Board engaged in a long discussion about proposed versions of the Mission Statement. Reginald Bush moved, and Tom Staudter seconded, the adoption of the Ossining Public Library Mission Statement as follows:

OUR MISSION is to provide easy and equal access to the broadest range of information and ideas of humanity in order to meet the educational and intellectual needs of the diverse members of our community, while enriching their social and cultural lives.

Six Trustees voted in favor; Lucinda Manning abstained.

- **Change in the Charter:** Mirla Morrison proposed that we amend the Ossining Public Library Charter to have the public elect Trustees beginning in 2011. Jim Farrell suggested that we also amend the charter to permit a variable number of trustees without further changes to the charter. (If this is done, the bylaws, which we can change without action by the State Board of Regents, would determine the number of trustees at any time.) Jim Farrell distributed the necessary petitions for the consideration of the Board, and the proposal was tabled until the July meeting.

## **Old Business**

- **Annual Meeting:** The Annual Meeting will take place on Friday, June 11<sup>th</sup> at 6 p.m. in the Camille Budarz Theatre. The Board will be honoring the staff who have worked for OPL for 15+, 20+ and 25+ years. The Associates will fund the event. Wobble Café will be providing refreshments; invitations have been mailed to honorees, to the Associates, and to other local leaders. It was recommended that James Trapasso should contact the press for publicity immediately, and that pictures be taken of the event.
- **Board of Trustees vacancies:** The terms of three Trustees (Staudter, Bush, Manning) are expiring on June 30<sup>th</sup>. Peter Capek distributed a copy of the press release advising the public of the openings. The Board will interview candidates between June 1 and June 9, and expects to make a decision by June 10<sup>th</sup>. The announcement has been posted on our web site and sent to the press.

Reginald Bush moved, and Art Jay, seconded a motion to adjourn at 9:11 p.m.

Respectfully submitted,  
Mirla Morrison