

DRAFT – Unapproved
Ossining Public Library
Regular Meeting of the Board of Trustees
February 44, 2011

In Attendance: Trustees: Jaime Aguirre Arthur Jay
 Samantha Brail Mirla Morrison
 Reginald Bush Tom Staudter
 Peter Capek
 OPL Staff: James Farrell, Director Kathleen Beirne, Secretary to the Director
 Helen Chuckrow

The meeting was called to order by Board President, Tom Staudter at 7:33 p.m.

Approval of Minutes

The Board unanimously approved the minutes of the Regular Meeting of January 24, 2011.

The Board unanimously approved the minutes of the Work Session of January 31, 2011.

Public Comment:

None

Director's Report

- Jim Farrell reported that the Inter-Municipal Group has formed a committee of which Jim is a member to discuss the issue of middle school students spending their suspension time unsupervised at the library.
- The NO GUEST PASS for computer use policy has been implemented and there has been no negative feedback. In fact requests for library cards are up.
- Jim made the Board aware that he has an intern, Karen Bronstein, from Queens College working at the library.
- The effect of the 2% property tax cap proposed by Governor Cuomo, and so far passed by one house of the legislature will be explored at a February 23 meeting that Jim will be attending. Only six people will be at that meeting in Poughkeepsie.
- The proposed budget from the budget committee is ready for review this evening. As a result of the inclement weather and illness of a key staff member, some of the monthly financials are not be available this evening. The only number to be noted is that snow plowing has cost \$16,000 so far this winter.
- The March 1 Legislative Day in Albany will be attended by Jim, Art Jay, Peter Capek, Mirla and George Morrison. At that time the group will be meeting with state legislators to make them aware of the impact of budget cuts on public libraries.
- Settling cracks have been noted in the ceiling of the reference area. The repairs will be addressed and that will give us the chance to repair the lights that cannot be reached without a lift.
- The Board of Regents approved the Ossining Library charter amendment at their meetings on February 7 and 8.

Personnel Change

Erin Zebelman, children's room, has added 2-4 hrs. per week as a Homework Help Assistant (in addition to her position as Library Assistant in Teen Room) at a rate of \$27.24/hr. beginning 2/8/11. The board unanimously approved the change.

Jim noted that the homework help program is very busy and is used primarily by students in upper elementary school (Grade 3-5).

Proposed Resolutions

Resolution No. 35

Be it resolved that the Annual Library Budget Vote of the taxpayers of the Ossining Union Free School District be rescheduled from Tuesday, April 5, 2011 to April 26 between the hours of 7:00 a.m. and 9:00 p.m. at the Ossining Public Library lower level, 53 Croton Avenue, Ossining, NY.

The Resolution received unanimous approval

Resolution No. 36

Resolved that the library adopt an independent, internal financial system for the purpose of payroll and purchasing. The target date for full implementation of the system will be July 1, 2011. The director is empowered to investigate and implement the system.

Board approved the resolution by a vote of six in favor and one opposed:

In favor: Trustees Aguirre, Brail, Bush, Jay, Morrison and Staudter.

Opposed: Trustee Capek

Resolution No. 37 (voted on after executive session)

Resolved that the library board propose for public approval on April 26 a budget in the amount of \$4,250,643.00 for the fiscal year 2011-2012.

Board approved the resolution by a vote of five in favor and two opposed:

In favor: Trustees Brail, Bush, Jay, Morrison and Staudter.

Opposed: Trustees Aguirre and Capek

Committee Reports

President's Report: Tom Staudter

- The opening of the current art show was well attended.
- The Library Foundation with the help of Alan Marzelli is moving ahead on acquiring a back line (sound equipment) for use by visiting performers. Tom noted that the library may not buy used equipment, but the foundation could. Tom will talk to Mike Risko about putting together a package of equipment appropriate to the library's needs.
- Nancy Coradin (WLS) will meet with the cultural inclusion committee to help with program development and collection expansion.

Policy/Bylaws Committee: Mirla Morrison

The Volunteer Policy received its first reading and will be voted on by the Board at the regular meeting on March 21.

Budget/Finance Committee: Samantha Brail

The final year (fiscal 2011-2012) of the five-year union contract calls for a larger salary increase than any of the other individual years of the contract. The Board discussed the impact of the contract on the budget and will have to be in executive session to discuss the legal implications of restructuring a current contract.

Personnel Committee: Art Jay

No report

Buildings & Grounds: Peter Capek

No report other than the issue of the ceiling that was raised earlier in the meeting.

Liaison Reports

- OPL Foundation: Samantha Brail
 - Nothing new to report. But the meeting on February 15 will be attended by Art Jay.

- Friends of OPL: Molly Robbins
 - Ms. Robbins was ill and not in attendance.

New Business

Jaime Aguirre suggested that the Board adopt the practice of having the Board Secretary keep an ongoing and visible list of issues and commitments, in order to have a way of making sure issues are addressed and commitments are fulfilled. It met with support from the Board and there was informal agreement to do it.

Public Comment: None

The Board moved into executive session at 9:30 pm to discuss individual personnel matters and contract negotiations.

Executive Session ended at 10:40 p.m.

Resolution 37 (above) was approved after executive session.

Meeting was adjourned at 10:45 p.m.

Respectfully Submitted

Arthur Jay, Secretary