

DRAFT – Unapproved
Ossining Public Library
Regular Meeting of the Board of Trustees
January 24, 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
Chris Surovich, Head of Circulation
School District: Andrew Lennon, Treasurer
Cindy Winter, School Board President
Linda Carpenter, Executive Director of Finance and Operation
New Ossining Resident: Jessica Baily

The meeting was called to order by Board President, Tom Staudter at 7:30 p.m.

Approval of Minutes

For Regular Meeting of November 15, 2010

The minutes as amended by discussion received approval with only Art Jay and Reggie Bush abstaining due to having not attended that meeting.

For Regular Meeting of December 18, 2010

The minutes as amended by discussion received approval with only Mirla Morrison and Samantha Brail abstaining due to having not attended that meeting.

Public Comment: None

Director's Report

In addition to written report, Jim Farrell reported:

- The charter changes currently under consideration will be voted on by the Board of Regents at their February meeting.
- February 1, at 2 p.m. there will be a meeting of representatives of the school district and Tom Staudter and Jim Farrell to discuss the status of PILOT payments for the library.
- March 1 is Advocacy Day in Albany when a bus of library citizen advocates will visit the capitol to bring concerns about library funding directly to the lawmakers. All are urged to attend; contact George Morrison at morrison240@verizon.net. Additionally, Tom Staudter suggested that we visit the local offices of our representatives. He will draft a 'Letter to Editor' on behalf of the Library Board regarding library advocacy by February 15.
- Due to difficult weather conditions, WLS has not been able to get to the library to reconfigure one bank of computers for 'guest pass' use only.
- We are exploring offering Spanish for the public.
- This year's Trustee Institute – April 29 & 30 will be held in Albany.
- The first "Riley Elmore Saper Voracious Reader of the Year Award" recipient has been chosen. Samantha Morrison is the winner for 2010.
- Monday, January 31, the Board will meet at 7:30 p.m. to review the audit with Al Coster.

The Operating Budget Report and the Revenue Report:

The Board reviewed the report

Personnel Changes: None

Approval of Warrants

The Board signed off on the Warrants for December 2010.

Committee Reports

- **President's Report:** (Tom Staudter)
 - Tom noted the good communication board members have maintained between meetings
 - Placards providing statistics about library usage to be placed in the lobby received general support by the board.
 - The banners to be displayed around the village, not to exceed a cost of \$1000, received the informal support of the board with the suggestion that they be in English, Spanish and Portuguese. Tom will solicit designs from a graphics designer and have those designs within the next two weeks.
 - On May 19, OHS will have its annual research project fair.
 - Alan Marzelli is leading the program committee and bringing in top-notch performers. There is a requirement that the library needs to provide appropriate sound equipment ("backline") for visiting performers. This is standard practice for performance venues. Jim will look into the question of whether the library is allowed by law to purchase used equipment.
- **Policy/Bylaws Committee:** (Mirla Morrison)

The committee will meet on January 27, with a snow date of February 1, to continue work on new bylaws and to put finishing touches on the Volunteer Policy, and consider a policy for pre-screening applicants for employment.
- **Budget/Finance Committee:** (Samantha Brail)

The committee will meet after Al Coster reviews the audit with the entire Board.
- **Personnel Committee:** (Art Jay)

Board will meet in executive session to finish the director's evaluation.
Committee is also reviewing the current CSEA contract.
- **Building and Grounds Committee:** (Peter Capek)

Jim has suggested that we consider lighting on the steps, instead of removing concrete step as a way of solving the problem of people tripping in the auditorium.

Liaison Reports

- **OPL Foundation:** (Samantha Brail)

The Foundation is developing a 'grant request' form so that proposals can be evaluated.
- **Friends of OPL:** (Molly Robbins) not in attendance

Resolutions for Review and Approval

The following resolution was passed unanimously:

Resolution 34

Be it resolved, that the Board of Trustees accepts, with thanks, donations from the following individuals and organizations: The Rebecca & Arthur Samberg Foundation, Dr. Abbas Alaghemand, Dr. W. Jean Horkans and Ms. Risa Schifter

The Gifts and Donations line (OPLI-2705.000) of the Revenue Report will be increased by \$1,450.00. As requested by the donors, \$550.00 will be spent on children's materials or programs, and \$100 will be spent on the library collection. The remaining \$800.00 will be spent at the discretion of the Library Director.

Correspondence

None

Old Business

Jaime Aguirre, Peter Capek, and Mirla Morrison commented on the quality of the sound at recent programs in the auditorium and conclude that the biggest problem is presenters who do not know the proper way to use the microphones.

The board discussed options for recouping funds due from the past ten years of PILOTs. The principal amount of \$431K is subject to interest and late fees. The board wants to collect the funds without creating an undue burden on the school district and ultimately the taxpayers. Representatives from the school district were present during the discussion. The dialogue with the school district will continue.

New Business

The Board reviewed the programs set for Black History Month in February, especially noting that Bill Broadnax of our library staff will address the Rotary Club concerning his experiences growing up under the 'Jim Crow' laws.

A sculpture entitled "Embrace" will be donated by the widow of Albert Wein, the sculptor. Formal acceptance of the donation will take place at a later meeting.

Public Comment: None

Other Business: None

Executive Session

Motion made and seconded at 9:40 p.m. to go into executive session to discuss the evaluation of the director and pending legal matters.

Unanimously accepted

Motion made and seconded to leave executive session at 10:25 p.m.

Unanimously accepted

Adjournment

Motion made and seconded to adjourn meeting at 10:30 p.m.

Unanimously accepted

Meeting adjourned

Respectfully submitted,

Art Jay, secretary