

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
August 24, 2015, 7:00 p.m.

MEETING MINUTES DRAFT

In Attendance: Madeline Zachacz, *Vice President*; Matthew Weiss, *Secretary*,
Debbie Goddard, Lucinda Manning, Cecilia Quintero, Stephanie Unger

Absent: Alice Joselow (via phone)

Staff: Karen LaRocca-Fels, Director (9/01/15); Molly W. Robbins, Assistant
Director, Kathy Beirne, Secretary to Director

Other: Nancy deKoven, Secretary, *OPL Friends*

Call to Order

At 7:03 p.m. Vice President Madeline Zachacz called the August 24, 2015 Regular Meeting of the Board to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance.

Welcome New Ossining Public Library Director – Karen LaRocca-Fels!

President Alice Joselow (via telephone) and Vice President Madeline Zachacz welcomed Karen LaRocca-Fels as new Director of the Ossining Public Library.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the July 13, 2015 Reorganization and Regular Meeting of the Board of Trustees.

Stephanie Unger moved and Matthew Weiss seconded the motion to approve the meeting minutes of the July 13, 2015 Reorganization and Regular Meeting of the Board. Motion passed. Lucinda Manning abstained.

Public Comment

OPL Friends representative, Nancy DeKovin, also welcomed Karen.

Director's Report

- New library monitor started this week. Additional interviews to be conducted within next few days.
- Annual Report – Electronic document to Board
- September OPL Newsletter will be basic – Graphic Illustrator position vacant – Barbara Lipp resigned.
- Maintenance of building has resumed – 2 pumps have been replaced – actual expense \$12,000.
- Wall monitoring proposal discussed – see Resolution #19

Payroll Approvals – presented and approved by Board

Committee Reports

President’s Report

- *NYSED Handbook for Library Trustees, Personnel*
The day-to-day management of the library, including the management of staff, is the library director’s responsibility.
 Board should be addressing their concerns and requests to Director only.

Discussion of need for Board Retreat. Karen and Madi will work on a plan.

Finance

- NYS Tax Cap amount - .73% next year’s budget
- Andrew Lennon – the tether between OPL and the school district - is leaving and going to Mt. Pleasant. He has been phenomenal to work with and we are sorry to see him go.

Buildings and Grounds

- Wobble Café – still waiting to hear from Rich
- Fireplace – small ledge creates a possible hazard. Proposal for aluminum enclosure 3 ft. high – tabled for further discussion.

Resolutions

RESOLUTION #16

RESOLVED, that the Board of Trustees approves the personnel changes so noted.

<u>Name</u>	<u>Title</u>	<u>Dept</u>	<u>Proj Hrs.</u>	<u>Salary</u>	<u>Effect. Date</u>
<u>RESIGNATIONS</u>					
Barbara Lipp	Graphic Illus/PT	B.O.	17 hrs/wk	\$27.00/hr	8/01/2015
Thao Nyugen	Librarian I/PT	Childrens	17 hrs/wk	\$29.45/hr	8/06/2015
<u>NEW HIRES</u>					
Linda Puskar	Librarian I/PT	Childrens	17 hrs/wk	\$31.17/hr	8/11/2015
Magdalene Ford	Page	Childrens	8 hrs/wk	\$8.75/hr	8/01/2015

RESOLUTION #17

RESOLVED, that the Board of Trustees accepts, with thanks, the following donation:

- \$100 from Marian and Moira Schneckner in memory of Lena Manno
The Gifts and Donations line (2705000) of the Revenue Report will be increased by \$100.

RESOLUTION #18 (Additional Check Signer: Karen LaRocca-Fels)

RESOLVED, that the following people be approved as the official check signers for the Ossining Public Library: Alice Joselow, President; Madeline Zachacz, Vice President; Jaime Aguirre, Treasurer; Karen LaRocca-Fels, Director; Molly W. Robbins, Assistant Director.

RESOLUTION #19

RESOLVED, that the Board of Trustees approves the proposal submitted by Antonucci & Associates for Structural Engineering Services for the Retaining Wall dated April 23, 2015 if price still valid.

Matthew Weiss moved and Stephanie Unger seconded the motion to approve Resolutions 16-19. Motion passed. Lucinda Manning voted “No” on Resolution #19.

New Business

- 2014-2015 OPL Highlights (PowerPoint presentation included with these meeting minutes)
- Meet and Greet New Director (Karen will decide dates and get back to the Board.)

Public Comment - None

Executive Session

At 8:28 p.m. Matthew Weiss moved and Stephanie Unger seconded the motion to enter into Executive Session for the purpose of discussing personnel matters.

At 9:09 p.m. Stephanie Unger moved and Debbie Goddard seconded the motion to leave Executive Session.

RESOLUTION #20

RESOLVED, that the Board of Trustees authorizes the Board President to sign the Stipulation of Settlement covering the reinstatement of health insurance benefits for employee #002579 effective July 1, 2015 once it is received unchanged and signed by C.S.E.A.

Matthew Weiss moved and Debbie Goddard seconded the motion to approve Resolution #20. Lucinda Manning abstained.

Adjournment

At 9:12 p.m. Matthew Weiss moved and Debbie Goddard seconded the motion to adjourn the August 24, 2015 Regular Meeting of the Board of Trustees.

Respectfully submitted,
Kathy Beirne, Secretary to Director