

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

**MEETING MINUTES DRAFT**

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

Staff: Karen LaRocca-Fels, *Director*; Kathy Beirne, *Secretary to Director*

Other: Craig Olivo, Esq., of Bond, Schoeneck & King

Call to Order

At 7:10 p.m. President Alice Joselow called the December 7, 2015 Regular Meeting of the Board to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance.

Resolutions #26, #28 and #30 were moved up in the agenda.

**RESOLUTION #26**

**RESOLVED**, that the Board of Trustees accepts with gratitude the donation of \$3,600 which represents the net proceeds from two Words and Music concerts held this fall. The check was presented to the Board by Alan Marzelli of the Ossining Library Foundation on November 16.

**RESOLUTION #28**

**RESOLVED**, that the Board of Trustees approves the appointment of Craig Olivo, Esq., of Bond Schoeneck & King Attorneys, for the purpose of labor counsel services and the amendment of the previously approved retainer with Thomas, Drohan, Waxman, Petigrow, & Mayle, LLP, for the purpose of closing out pending issues and for legal services not covered by the retainer agreement with Bond Schoeneck & King.

**RESOLUTION #30**

**RESOLVED**, that the Board of Trustees accepts the donation of a painting called "Finding My Way" by Ron Whitehead.

Madeline Zachacz moved and Stephanie Unger seconded the motion to approve Resolutions #26, #28 and #30. Motion passed unanimously.

Executive Session

At 7:10 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to enter into Executive Session to discuss personnel matters. Motion passed unanimously.

At 8:11 p.m. Stephanie Unger moved and Madeline Zachacz seconded the motion to leave Executive Session. Motion passed unanimously.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the November 16, 2015 Regular Meeting of the Board of Trustees. Madeline Zachacz moved and Stephanie Unger seconded the motion to approve the meeting minutes of November 16, 2015. Motion passed unanimously.

Public Comment - None

Director's Report

- Contact Matthew Scarduzio, Fire Chief
- 12/23 Westchester County Social Services coming to OPL
- Neighbor's Link meetings – program provides new immigrants with access to services, work opportunities, ESL, and other training services
- Mini-Retreat scheduled for January 14, 2016, 6:30–9:30 p.m. (*changed from 1/13*)
- Need for more diverse concerts

Committee Reports

***Finance***

Committee discussing new procedure for paying bills – once a month, 15<sup>th</sup> cutoff – gives Board time to review, approve resolution, pay on the 30<sup>th</sup>. Certain bills can be authorized for payment on receipt – utility, etc. Committee will create a policy possibly for presentation to Board in January.

Committee went over the Audit – there are a couple of questions – one issue of concern. The Footnote Café lease - much less revenue – 6 month extension at higher rate.

***Building and Grounds***

Matt, Karen, Molly, and John Tortoso met with original OPL engineer whose recommendation was to study HVAC water flow.

Waiting on lawyer regarding roof situation.

Resolutions

The following resolution was tabled until the next meeting:

**RESOLUTION #29**

**RESOLVED**, that the Board of Trustees accepts the audited financial statements of the Ossining Public Library for the year ended June 30, 2015 as prepared by Baldessari & Coster LLP.

Old Business

- Long Range Plan – January 13, 2016 meeting

New Business

- 2016-2017 Budget Discussion – Start in January 2016

Public Comment - None

Executive Session

At 8:38 p.m. Stephanie Unger moved and Madeline Zachacz seconded the motion to enter into Executive Session. Motion passed unanimously.

At 9:27 p.m. Madeline Zachacz moved and Lucinda Manning seconded the motion to leave Executive Session. Motion passed unanimously.

**RESOLUTION #27**

**RESOLVED**, that the Board of Trustees approves the use of the Budarz Theater for the 2016 Ossining Community Inauguration in honor of the new Chief of Police being sworn in. The Inauguration is scheduled to begin at noon on Friday, January 1, 2016.

Stephanie Unger moved and Debbie Goddard seconded the motion to approve Resolution #27. Motion passed unanimously.

**Adjournment**

At 9:32 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to adjourn the December 7, 2015 Regular Meeting of the Board of Trustees.

Respectfully submitted,  
*Kathy Beirne, Secretary to Director*