

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
March 23, 2015, 7:00 p.m.

MEETING MINUTES DRAFT

In Attendance:

Board of Trustees: Alice Joselow, *President*; Lucinda Manning, *Vice President*;
Madeline Zachacz, *Secretary*; Debbie Goddard, Ginny Loughlin,
Stephanie Unger

Staff: Molly W. Robbins, *Assistant Director*; Kathy Beirne, *Secretary to
Director*

Absent: Matthew Weiss

Call to Order

At 7:10 p.m. President Alice Joselow called the March 23, 2015 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All present stood for the Pledge of Allegiance.

Approval of Prior Meeting Minutes

Motion to accept the meeting minutes of the January 28, 2015 Regular Meeting, the February 23, 2015 Regular Meeting, and the revised March 9, 2015 Special Meeting of the Board of Trustees.

Madeline Zachacz moved and Debbie Goddard seconded the motion to approve the meeting minutes. Motion passed.

Director's Report and Personnel Report

Assistant Director Molly Robbins commented on the following:

- OPL is hosting the 5th Annual Multi-language Book Fair. Spanish language cataloguer, Nancy Kordes is coordinating regional food.
- Reforma Conference in San Diego, CA – thank you letter to BOT from Carry Cubillos
- Patron thank you letter for John Hawkins and his homebound deliveries
- 3/23/15 meeting at WLS re: RFIDs – Security ID Technology – tags that we are now unable to read. Re-tagging entire collection too costly – looking at options. Chris Surovich attended.
- Volunteer luncheon, 4/15/15 – BOT invited to attend. WLS, Breakfast with Frank Bruni, 4/15/15, 8-10 a.m.
- Ad featuring “Battle of the Books” winners – ½ page: \$200 – ask Friends.
- National Library Workers Day (April 14) and National Library Week (April 12-18)
- Term of office for unexpired trustee term – question from school district – should Legal Notice state start date of May 19 instead of July1, 2015? Alice asked for more time to contact library attorney to discuss.
- Debbie Goddard mentioned Wilton Library for excellent Maker Space example.
- OPL Staff attending Continuing Ed Class at Ramapo-Catskill Library, Middletown, NY – “Library School in a nutshell”

Operating Budget and Revenue Report

YTD Budget Report shows all items evening out – overages vs. savings – electricity issue resolved.

Payroll Warrants were presented to the Board for approval.

Treasurer's Report - None

Committee Reports

- President's Report
Alice Joselow reported that she spent time with Molly and Maddi regarding the Director Search. Also had conversation with Terry Kirchner of WLS last Monday to get Search going and notice posted on WLS Website. The timeframe needs to be tweaked. Rubric and questions to be prepared by Board. Work Session/Special Meeting scheduled for Monday, April 6, 2015, 7:00 p.m. to work on same. Get Vacancy Notice posted on ALA Website also.
- Policy and Bylaws Committee – *Fringe Benefit Policy for Management Confidential-First Reading*. This item was tabled until meeting of 4/13/15.
- Finance Committee – No report
- Building and Grounds Committee – No report

Resolutions

RESOLUTION #43

RESOLVED, that the Board of Trustees approves the Payment Schedules/Warrants for February 13, 2015 and February 27, 2015 that were reviewed by Madeline Zachacz and Lucinda Manning.

RESOLUTION #44

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

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Proj Hrs</u>	<u>Salary</u>	<u>Effect Date</u>
<u>STATUS CHANGE</u>					
Marie Trapasso	Prin Lib Clrk <i>(from PT Principal Library Clerk</i>	Circ./Tech.	35hrs/wk <i>18/hrs/wk</i>	\$51,265.20 <i>\$28.16/hr/\$506.88/wk</i>	3/2/2015 <i>or \$26,357.76/yr)</i>
<u>TERMINATIONS</u>					
Jorge Diaz	Cleaner	B&G	19.25 hrs/wk	\$16.55/hr.	2/26/2015 <i>(\$318.59/wk.)</i>

Ginny Loughlin moved and Lucinda Manning seconded the motion to approve Resolutions 43 and 44. Motion passed unanimously.

Executive Session

At 8:48 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to enter into Executive Session for the purpose of discussing personnel. Motion passed unanimously.

At 10:01 p.m. Ginny Loughlin moved and Debbie Goddard seconded the motion to leave Executive Session. Motion passed unanimously.

New Business

- 2015-2016 Final Budget adopted by Board of Trustees

RESOLUTION #45

RESOLVED, that the proposed 2015-2016 Budget of the Board of Trustees of the Ossining Public Library in the sum of \$3,897,000 be approved, and that the Ossining Union Free School District be authorized to levy and collect the sum of \$3,817,500 as the necessary tax thereof.

This item (along with Budget Promotion) was tabled until Special Meeting of April 6, 2015.

Public Comment - None

Adjournment

At 10:02 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to adjourn the March 23 2015 Regular Meeting of the Board.

Respectfully submitted,
Kathy Beirne
Secretary to Director