

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Special Meeting/Work Session
November 2, 2015, 8:00 p.m.

DRAFT MEETING MINUTES

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*; Molly W. Robbins, *Assistant Director*;
John Tortoso, Building Consultant

Call to Order

At 7:58 p.m. President Alice Joselow called the November 2, 2015 Special Meeting of the Board to order.

Pledge of Allegiance

All those present stood for the Pledge.

Work Session

- Building and Grounds Presentation – Molly Robbins, Assistant Director
Work responsibilities re-evaluated by Molly, Karen and John Tortoso. Two page handout distributed – Tracking and Maintenance.
Critical Projects: Heating System
Facilities Committee – meet with staff monthly to stay up to date with Board
John Tortoso – large projects – equipment is priority
Molly Robbins – maintenance
Heating Grant – NYS \$50,000 is forthcoming
Wall consultant \$20,000 spent to date for monitoring
Roof – attorney review underway
Deteriorating cement at traffic circle waiting for ConEd to complete work before repair

\$3,400.78 owed to Maureen Sullivan for consulting.
- Fringe Benefits Policy for Non-Union Employees
Nearing completion for review and approval.
- Finance Committee – Set Date to Meet With Auditor to Review Audit
Will set up date to meet with Auditor.

Executive Session

At 9:03 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to enter into Executive Session for the purpose of discussing personnel matters. Motion passed unanimously.

At 9:51 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:55 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to adjourn the November 2, 2015 Special Meeting of the Board of Trustees.

Respectfully submitted,
Matthew Weiss, Secretary