

BOARD OF TRUSTEES
Ossining Public Library
Special Meeting/Work Session
June 13, 2016, 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

Other: Peter Capek, *Trustee-Elect*

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

Call to Order

At 7:04 p.m. President Alice Joselow called the June 13, 2016 Special Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance

Executive Session

At 7:06 p.m. Madeline Zachacz moved and Matthew Weiss seconded the motion to enter into Executive Session to discuss contract matters. Motion passed unanimously.

At 7:54 p.m. Madeline Zachacz moved and Matthew Weiss seconded the motion to leave Executive Session. Motion passed unanimously.

Work Session

- Update on Annual Meeting
The Board reviewed the agenda for the Annual Meeting, Monday, June 20, 7:00 p.m., Budarz Theater.
- Update on Long Range Strategic Plan
Completion of surveys going well - 1,025 to date.
- WLS Free Direct Access Plan – Revised 4/27/2016
WLS updated the plan – Board clarified.
- Procurement Policy
Add revisions to draft policy and present for second reading and adoption at next meeting, June 27.
- Proposal from Carline, Simpson & Associates for Structural Engineering Services for Retaining Wall
Board discussed proposal. Question was asked about soil test.

- NYS Deferred Compensation Plan
Board discussed plan. Requested input from attorney – Craig will advise as soon as possible.
- Nomination of 2016-2017 Board Officers
Nomination of Officers was discussed.

Resolutions

RESOLUTION #51 – ACCEPTANCE OF DONATIONS FROM FOUNDATION

RESOLVED, that the Board of Trustees accepts with gratitude the donation of \$4,000 by the Foundation which represents the net proceeds from two Words and Music concerts held this spring. The Board also accepts with gratitude the donation of \$1,000 by the Foundation toward the Little Bits building system that the library purchased.

Madeline Zachacz moved and Lucinda Manning seconded the motion to approve Resolution #51. 6 Yes votes; Matthew Weiss abstained.

RESOLUTION #52 – WLS FREE DIRECT ACCESS PLAN REVISION

RESOLVED, that the Board of Trustees approves the 4/27/2016 revision to the WLS Free Direct Access Plan.

This resolution was tabled until the 6/27/16 meeting.

RESOLUTION #53 – APPOINTMENT OF BARGAINING TEAM

RESOLVED, that the Board of Trustees approves the appointment of Craig Olivo, Esq. and Karen LaRocca-Fels, Director, as the bargaining team for the CSEA contract negotiations. Negotiations will be conducted only as directed by the Board.

Madeline Zachacz moved and Cecilia Quintero seconded the motion to approve Resolution #53. 6 Yes votes; Matthew Weiss abstained.

RESOLUTION #54 – APPROVAL OF RETAINING WALL STRUCTURAL ENGINEERING SERVICES

RESOLVED, that the Board of Trustees approves the May 2016 Proposal from Carline, Simpson & Associates for Structural Engineering Services for the Retaining Wall.

Lucinda Manning moved and Cecilia Quintero seconded the motion to approve Resolution #54. 6 Yes votes; Debbie Goddard abstained.

RESOLUTION #55 – ADOPTION OF THE STATE OF NEW YORK DEFERRED COMPENSATION PLAN

WHEREAS, the Ossining Public Library wishes to adopt the Deferred Compensation Plan for Employees of the State of New York and Other Participating Public Jurisdictions (the “Plan”) for the voluntary participation of all eligible employees; and

WHEREAS, the Ossining Public Library is a local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law; and

WHEREAS, Ossining Public Library has reviewed the Plan established in accordance with Section 457 of the Internal Revenue Code and Section 5 of the State Finance Law of the State of New York; and

WHEREAS, the purpose of the Plan is to encourage employees to make and continue careers with the Ossining Public Library by providing eligible employees with a convenient and tax-favored method of saving on a regular and long-term basis and thereby provide for their retirement;

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Ossining Public Library hereby adopts the Plan for the voluntary participation of all eligible employees; and

IT IS FURTHER RESOLVED that the appropriate officials of the Ossining Public Library are hereby authorized to take such actions and enter such agreements as are required or necessary for the adoption, implementation, and maintenance of the Plan; and

IT IS FURTHER RESOLVED that the Administrative Services Agency is hereby authorized to file copies of these resolutions and other required documents with the President of the State of New York Civil Service Commission.

Matthew Weiss moved and Madeline Zachacz seconded the motion to approve Resolution #55 conditionally, pending attorney Craig Olivo's approval. Motion passed unanimously.

Executive Session

At 8:50 p.m. Matthew Weiss moved and Stephanie Unger seconded the motion to enter into Executive Session to discuss personnel matters. Motion passed unanimously.

At 9:15 p.m. Cecilia Quintero moved and Debbie Goddard seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:16 p.m. Madeline Zachacz moved and Lucinda Manning seconded the motion to adjourn the June 13, 2016 Special Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne, Secretary to Director