

BOARD OF TRUSTEES
Ossining Public Library
Special Meeting/Work Session
May 9, 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

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

Call to Order

At 7:05 p.m. President Alice Joselow called the May 9, 2016 Special Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance

Work Session

- **Budget Promotion:** Brochure completed and will be posted on Website and around the building. Postcard mailed out last week. Update includes article from Alice and budget insert. Friends' budget advocacy signs around community. Library promo video to be reshot and posted on Website. OPL VOTE banner to be hung on building.
- **Long Range Plan Survey:** LRP Survey to be distributed in OHS lobby on May 17 during Vote and at Concert. E-Mail blast pointing to survey to be sent out by Jimmy Trapasso. Also sending regular reminders to our contact group. Our goal is to obtain 2,000 completed surveys. Promote survey during all of our programs and concerts. "Thermometer of Books" - "Have you filled out our LRP Survey?"
- **Friends and Foundation Meeting:** Not enough interest in continuing with Foundation right now. Board would like to keep it on hold for the time being.
- **HVAC:** John Tortoso following up with Engineer to complete drawings that require Engineer's seal.
- **Agenda for Annual Meeting:**
 - Date: Monday, June 20, 2016, 7:00–8:30 p.m., Budarz Theater
 - Agenda suggestions: New PR film by Louis Crisci; Teen Video Challenge film; slide show highlights of programs, i.e. *Cops and Teens Laser Tag Program* of Suzy Zavarella's; honor employee milestones; recognize employees that joined us this year; Volunteer of the Year Award to Alan Marzelli; Tribute to Sally Dow; highlights from Friends; Departmental highlights; Things to Look Forward To in the Future

- **Tax Exemption Request in Connection with Water Supply Parcels:** Maddi, Alice, and Karen attended a meeting with Ossining Village Officials regarding this request that involves the upgrading of water service/new water filtration system. Abraham Zambrano, Village Manager will attend May 23, 2016 Regular Monthly Meeting of the Board to answer questions.
- **Complimentary Sponsored Phone Charging Stations:** Ebsco offering free complimentary phone charging station sponsored by local business. Board asked Karen to consult the WLS Directors' Association and our attorney.
- **Benefit Concert for Ecuadorian Earthquake Victims:** We are in touch with a music promoter; suggested donations to benefit Ecuadorian Earthquake Victims. Board reached consensus to hold concert. We want to reach out to Ecuadorian community. Mechanism to collect donations of money to be worked out.
- **Jaime Aguirre Concert Request:** 2 or 3 bands and video; date in June. Raising money for scholarship fund. Board reached consensus to approve holding concert in June.

Executive Session

At 8:22 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to enter into Executive Session to discuss personnel matters. Motion passed unanimously.

At 8:26 p.m. Stephanie Unger moved and Matthew Weiss seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 8:34 p.m. Stephanie Unger moved and Matthew Weiss seconded the motion to adjourn the May 9, 2016 Special Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne, Secretary to Director