

**BOARD OF TRUSTEES**  
**OSSINING PUBLIC LIBRARY**  
***Regular Monthly Meeting***  
***June 26, 2017, 7:00 p.m.***

**MEETING MINUTES**

In Attendance: Alice Joselow, *President*, Matthew Weiss, *Vice President*,  
Stephanie Unger, *Secretary*, Peter Capek, Debbie Goddard,  
~~Lucinda Manning~~, Madeline Zachacz

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

Other: Craig Olivo, Esq., *Bond Schoeneck and King*

Call to Order

At 7:05 p.m. President Alice Joselow called the June 26, 2017 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge.

Public Comment

Devante Richards asked about security efforts for patron safety in the library.

Executive Session

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

At 7:43 p.m. Stephanie Unger moved and Alice Joselow seconded the motion to leave Executive Session. Motion passed unanimously.

Approval of Prior Meeting Minutes

Motion to Accept the Meeting Minutes of the May 22, 2017 Regular Meeting.

Matthew Weiss moved and Stephanie Unger seconded the motion to approve the May 22, 2017 Regular Meeting Minutes. Motion passed unanimously.

Director's Report

The Board commended Karen for the excellent Annual Meeting on June 12, 2017.

Payroll and Check Disbursement Approvals - the Board approved payroll registers and reviewed the check disbursement report.

Committee Reports

Policy and Bylaws, Personnel

- *Patron Privacy Policy* – Policy Committee to review and add language regarding card holder information.

- *Law Enforcement Inquiries Policy* – Policy Committee to review and add language similar to Neighbors’ Link procedure. Review with Library-In-Charge Persons. Attorney to review and advise.

### Old Business

- Long Range Plan – Karen to write implementation matrix.
- Update on Wall – Phone meeting with John Tortoso, Karen with engineers. Board wants to push the meeting forward. (Note: June 29, 2017 Karen, John, Alice and Peter participated in phone meeting with engineers.)
- HVAC – Board asked to bring back Jim Dolan possibly at July 10 meeting to resume start of HVAC improvement plan.
- Update on 125<sup>th</sup> Committee – Meeting Notes were given to Board for their information. Fundraising. Kick-off with big event 2/9/18. Carry programming throughout the year. 12/9/18 final big event. Book authors of Ossining – OPL influence on them.

### New Business

- **Nomination of Officers**  
Alice Joselow nominated Matthew Weiss as President. Debbie Goddard moved and Madeline Zachacz seconded the nomination.  
  
Madeline Zachacz nominated Alice Joselow as Vice President. Matthew Weiss moved and Stephanie Unger seconded the nomination.  
  
Alice Joselow nominated Madeline Zachacz as Secretary. Stephanie Unger moved and Matthew Weiss seconded the nomination.
- **First Steps**  
Board discussion ensued. Consensus was that it would cause a significant disruption to our patrons.
- **Website Upgrade**  
Tabled until July 10 meeting.

### Resolutions

#### **RESOLUTION #49 – Unpaid Bills Report and Approval**

**RESOLVED**, that the Board of Trustees approves the payments represented by the unpaid bills report of June 26, 2017 reviewed by the Board.

#### **RESOLUTION #50 – Personnel Changes**

**RESOLVED**, that the Board of Trustees approves the 2017-2018 Salaries per the June 26, 2017 Salaries Schedule and also the following personnel change:

Name	Position	Department	FT/PT	Pay Rate	Effective Date
<b><i>New Hire:</i></b>					
Norfleet, Caroline	Page	Circulation	PT	\$10.00	5/22/17

Madeline Zachacz moved and Matthew Weiss seconded the motion to approve Resolutions 49 and 50. Motion passed unanimously.

Public Comment - None

Executive Session

At 8:47 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to enter into Executive Session to discuss the union contract. Motion passed unanimously.

At 8:52 p.m. Madeline Zachacz moved and Stephanie Unger seconded the motion to leave Executive Session. Motion passed unanimously.

Due to the relocation of Stephanie Unger, she will be resigning from the Board of Trustees effective Tuesday, June 27, 2017. Thank you Stephanie for your service!

Adjournment

At 9:04 p.m. Stephanie Unger moved and Madeline Zachacz seconded the motion to adjourn the June 26, 2017 Regular Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,

*Kathy Beirne*  
*Secretary to Director*