

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, March 25, 2019, 7:00 p.m.

MEETING MINUTES Revised

In Attendance: Matthew Weiss, *President*, Alice Joselow, *Vice President*,
Madeline Zachacz, *Secretary*; Peter Capek, Lucinda Manning,
~~Cecilia Quintero~~, Shandi Speller

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

Other: Amanda Curley, Leon White

Call to Order

At 7:00 p.m. President Matthew Weiss called the March 25, 2019 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the revised February 25, 2019 Regular Meeting of the Board.

Madeline Zachacz moved and Alice Joselow seconded the motion to accept the revised February 25, 2019 Regular Meeting Minutes. Motion passed. Shandi Speller abstained.

Public Comment - None

Director's Report and Personnel Report

- Implicit Bias Workshop sponsored by WLS and Greenburgh Public Library presented by Dr. Adwoa Akhu. We hope to bring the workshop to OPL.
- CAD files received, copied to flash drive, and shared with the Dattner Group so they can start their work with us.
- Human Centered Design Thinking Team (EXCITE) – planning summer reading program
- Molly Robbins and Marie Trapasso will be attending the EXCITE Bootcamp in April
- Community Partners initiative – planning summer BLOCK parties
- Karen met with Leslie Allen, member of the Friends, and Elizabeth Gilbert and Amy Wolfson from Open Door to plan future partnerships
- Ossining Documentary and Discussion Series donation of DVDs
- Grant submitted for funding two early literacy events for Pre-K families
- Fallout from the malware issues. Karen is attending the 3/26/19 WLS Board meeting.
- Evergreen migration – Allison and Marie put in a tremendous amount of work as the point people for any issues.
- *Unidos Comunidad Ossining* – the Spanish Language Facebook Page created by Carry Cubillos gaining a following
- Teen Room – Suzy and Melissa have revamped the BEAMS program
- Offering program opportunities in the Teen Room to Adult residents of group homes
- Two more children have completed 1,000 Books

Operating Budget and Revenue Report

Payroll Approvals – March 1 and 15, 2019 payrolls approved by the Board.

Committee Reports

President's Report

- WLA Annual Conference – May 20, 2019 at WCC
- Online Training for Sexual Harassment – Board members to complete

**Policy and Bylaws & Personnel – Code of Ethics Policy: Second Reading & Approval
RESOLUTION #40 – Code of Ethics Policy**

RESOLVED, that the Board of Trustees accepts the Code of Ethics Policy dated 3/25/2019.

Alice Joselow moved and Madeline Zachacz seconded the motion to accept the policy dated 3/25/2019. Motion passed.

Finance Committee

No report.

Building and Grounds

- Plumbing bill: Backflow devices failed inspection and needed repair at a significant expense.

Resolutions

RESOLUTION #37 – Approval of Payments

RESOLVED, that the Board of Trustees approves the payments dated March 25, 2019 as presented by the Unpaid Bills report of March 22, 2019 reviewed by the Board.

Madeline Zachacz moved and Alice Joselow seconded the motion to approve Resolution #37. Motion passed unanimously.

RESOLUTION #38 – Approval of Copier Contract

RESOLVED, that the Board of Trustees approves the recommended copier contract presented by Xerox for 39 months beginning April 1, 2019.

Alice Joselow moved and Lucinda Manning seconded the motion to approve Resolution #38. Motion passed unanimously.

Old Business

- Space Assessment and Planning – CAD files and deposit were sent to the Dattner Group.
- HVAC Upgrades: Bid Results – Significantly higher than we had hoped – in part more radiant heating included than originally discussed. Also, possibly, the general conditions of the work were significantly more expensive and extensive than we thought including doing the work while in operation. OLA to come back with recommendation to break project into pieces.

RESOLUTION #41 – Rejection HVAC Bids

RESOLVED, that the Board of Trustees rejects the HVAC bids submitted on March 8, 2019 by Clean Air, J&M Heating & A/C, and DDC Air Conditioning.

Alice Joselow moved and Madeline Zachacz seconded the motion to approve Resolution #41. Motion passed unanimously.

- 2019-2020 Budget Proposal Discussion

RESOLUTION #39

RESOLVED, that the proposed 2019-2020 Budget of the Board of Trustees of the Ossining Public Library in the sum of \$4,227,976 be approved, and that the Ossining Union Free School District be authorized to levy and collect the sum of \$4,085,076 as the necessary tax thereof.

BE IT FURTHER RESOLVED THAT the Proposed Budget is within the 2020 Tax Levy Limit.

New Business

- Technology Exploration
Karen and Matt met with The Network Support Company, Business Manager, Bill Starbuck to discuss the purchase a fleet of laptops for training, etc. What would be our first step? Bill recommends an assessment of our network.
- WLA DIY Unconference, May 20, 2019, WCC
- May 13, 2019 – Candidates’ Forum, OHS Auditorium

Public Comment

Leon White asked about the wall. He also asked about the moosehead that hung in the original library building.

Shandi Speller commented on how people experience the library and having higher expectations for patrons of the library.

Executive Session

At 8:42 p.m. Alice Joselow moved and Madeline Zachacz seconded the motion to enter into Executive Session to discuss personnel items and the union contract. Motion passed unanimously.

At 9:10 p.m. Madeline Zachacz moved and Peter Capek seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:11 p.m. Lucinda Manning moved and Madeline Zachacz seconded the motion to adjourn the March 25, 2019 Regular Monthly Meeting of the Board. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne, Secretary to Library Director