BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, April 22, 2019, 7:00 p.m.

MEETING MINUTES Revised

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

Staff: Karen LaRocca-Fels, Director; Kathy Beirne, Secretary to Director; John Tortoso, OPL Building Consultant

Other: Amanda Curley

Call to Order
At 7:05 p.m. President Matthew Weiss called the April 22, 2019 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance
All those present stood for the Pledge of Allegiance.

BUDGET HEARING
Highlights of the 2019-2020 Proposed Budget were reviewed. There were no public questions.

Approval of Prior Meeting Minutes
Motion to Accept the Minutes of the March 25, 2019 Regular Meeting of the Board. Resolution was tabled.

Public Comment – Amanda Curley: it is a pleasure to be here listening to the Board discussions.

Director’s Report and Personnel Report
• Migration glitches – our Migration TechXperts, Marie and Allison, are doing a great job working with WLS and reporting back to us.
• Annual Report has been submitted. There are a few questions from WLS that need to be resolved.
• Volunteer luncheon held April 10 – 30 volunteers attended. Thank you to Jimmy Trapasso for organizing the event.
• WLS Celebrating Libraries event - inspiring talk from the New York Library Association President Michelle Young
• We are still waiting for confirmation from Civil Service regarding the Librarian III SS position.
• We are hiring substitutes to help us out.
• National Library Workers Day was April 9th. We ordered a light lunch for the staff and distributed reusable shopping bags with the OPL logo
• Architects – meeting May 7 at 2:00 PM
• Human Centered Design Thinking Team working this year’s summer reading programs
• We are hosting a Dance for Parkinson’s program, courtesy of dance instructor Andrea Elam and funded by an Arts Westchester grant
• We are planning the first Bob Minzesheimer Author Q&A with much help from James Trapasso and Mallory Marinaro. The event is June 12 at 7:00 PM – ticketed event includes copy of book.
• Karen is working with Alyson Trudeau of Putnam Northern Westchester BOCES and Police Chief Kevin Sylvester to bring TASC (formerly known as the GED) classes to Ossining
• Molly Robbins and I met with Jillian McRae and Sam North, both teachers at Ossining High School, and Mikki Shaw, who made the connection for us, to discuss pursuing a public workshop/presentation/discussion on racism. We also discussed the possibility of presenting a staff training session or two.

Operating Budget and Revenue Report

• Discussion on Consultant Costs
  John Tortoso spoke about the five wells, their operation, and the challenge created since they pull up sand and air. He also mentioned a cooling tower, separate A/C units on the roof and the monitoring system.

  Karen reviewed consultant costs from 2012 onward.

Committee Reports

President’s Report
• The Volunteer Luncheon was well received with much appreciation for the official OPL polo shirts given out.
• Board Candidate petitions have been submitted. The Budget Vote and Election is May 21.

Policy and Bylaws & Personnel
• Unattended Children Policy Revision – no changes suggested
• New Policy: Customer Service – Patrons and Library Staff – Lucinda suggested an addition from ALA confidentiality and privacy of library records.

Finance Committee – no report
Building and Grounds – no report

Resolutions

RESOLUTION #41 – First Readings of Policies

Shandi Speller moved and Cecilia Quintero seconded the motion to approve the First

**RESOLUTION #42 – Approval of Payments**
RESOLVED, that the Board of Trustees approves the payments dated April 22, 2019 as presented by the Unpaid Bills report of April 22, 2019 reviewed by the Board. Resolution was tabled.

**RESOLUTION #43 – Approval of Personnel Changes**
RESOLVED, that the Board of Trustees approves the following personnel changes:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department</th>
<th>FT/PT</th>
<th>Pay Rate</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rehire:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marci Dressler</td>
<td>Librarian II Sub</td>
<td>Children’s</td>
<td>PT Sub</td>
<td>$32.95/hr.</td>
<td>3/22/2019</td>
</tr>
<tr>
<td>Jean Fischer</td>
<td>Library Clerk Sub</td>
<td>Circulation</td>
<td>PT Sub</td>
<td>$18.49/hr.</td>
<td>4/22/2019</td>
</tr>
<tr>
<td>Cheryl Cohen</td>
<td>Librarian II Sub</td>
<td>Adult Services</td>
<td>PT Sub</td>
<td>$32.95/hr.</td>
<td>1/19/2019</td>
</tr>
<tr>
<td><strong>New Hires:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lori Winterfeldt</td>
<td>Librarian I Sub</td>
<td>Adult Services</td>
<td>PT Sub</td>
<td>$30.13/hr.</td>
<td>3/19/2019</td>
</tr>
<tr>
<td>Matthew Aull</td>
<td>Librarian I Sub</td>
<td>Adult Services</td>
<td>PT Sub</td>
<td>$30.13/hr.</td>
<td>4/16/2019</td>
</tr>
</tbody>
</table>

Lucinda Manning moved and Madeline Zachacz seconded the motion to approve Resolution #43 Personnel Changes. Motion passed unanimously.

**Old Business**
- Technology Exploration – Karen met with Bill Starbuck of The Network Support Company. She needs more details from the consultant.
- HVAC Discussion – already covered with John Tortoso

**New Business**
- Annual Meeting Planning – date: Monday, June 10, 2019. Karen will invite Claudia Depkin, Library Director of Haverstraw King’s Daughters Library, to speak.

**Public Comment** - none

**Executive Session**
At 8:25 p.m. Lucinda Manning moved and Shandi Speller seconded the motion to enter into Executive Session to discuss personnel items and the union contract. Motion passed unanimously.

At 8:49 p.m. Lucinda Manning moved and Shandi Speller seconded the motion to leave Executive Session. Motion passed unanimously.

**Adjournment**
At 8:50 p.m. Madeline Zachacz moved and Cecilia Quintero seconded the motion to adjourn the April 22, 2019 Regular Monthly Meeting of the Board. Motion passed unanimously.

Respectfully submitted,
*Kathy Beirne, Secretary to Library Director*