

**BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, January 27, 2020, 7:00 p.m.**

MEETING MINUTES

In Attendance: Matthew Weiss, *President*; Alice Joselow, *Vice President*;
Cecilia Quintero, *Secretary*; Amanda Curley, Althema Goodson,
Lucinda Manning, Shandi Speller

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

Others: Dennis Stoner, Baldessari & Coster; Dennis Neuberger, President of the
Friends

Call to Order

At 7:00 p.m. President Matthew Weiss called the January 27, 2020 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance.

Auditor's Review: 2019

- Review by Dennis Stoner, Baldessari & Coster
Dennis reviewed the 2019 Audit with the Board, page by page.

The Board questioned why all checks have to be looked at by the Board. Dennis replied that NYS wants every Board member to look at the checks and sign the acknowledgement form in lieu of having a Claims Auditor. He will review our procedure with other company staff and will advise us of what he finds out.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the revised December 16, 2019 Regular Meeting of the Board.

Shandi Speller moved and Amanda Curley seconded the motion to approve the revised meeting minutes. Motion passed. Cecilia Quintero abstained.

Public Comment

Friends President Dennis Neuberger commented on the following:

- YTD Fiscal Report
- Homebound changes in process
- Activities' support
- Children's book collecting

Director's Report and Personnel Report

- We have hired Karen Juliano as new part time Staff Assistant.
- Staff Spanish classes are moving along and will be finished in February.
- Diana Lennon has made some scheduling changes in Adult Services.
- Boiler installation contract was finalized in late December. OLA now reviewing and modifying equipment list. Meeting to schedule work soon.
- OLA & Con Ed meeting this Friday
- Air Compressor motor problems
- 4th Bob Minzesheimer Event Thursday at 7 PM
- Spanish class changes and some patron complaints
- Should there be priority given to Ossining residents?
- Beginner class on Monday nights – 12 week sessions only
- NYLA Key Advocates program – Karen chosen to be a Key Advocate – she will receive training in advocacy skills.
- PLDA, Finance Committee – WLS asked that PLDA vote on 2020 IT finance model. Resolution passed to provide PLDA 5 years' of financial reports for the IT budget. WLS asked member libraries to sign agreements committing us to fund the network connectivity line of the IT budget until 2022. PLDA did not agree to vote on this agreement.
- BEAMS loss of grant

Payroll Approvals

The Board approved payrolls for December 20, 2019, January 3 and 17, 2020.

Committee Reports

- **President's Report**
 - Concert over the weekend – attendance poor
 - Thursday night event – approximately 60 people attending
 - Racial equity information
 - WLS Technology Expense
 - Endowment accounts – spend it on books
- **Policy and Bylaws & Personnel**
 - Schedule of policies committee is working on distributed
 - Freedom of Information Policy recently added
 - Diana and James contributed to discussion of meeting room use.
 - Meeting Rooms: 10 Challenges and possible remedies
 - Meeting Rooms – use of Sling?
 - Schedule next Policy Committee meeting
- **Finance Committee**
 - No report
- **Building and Grounds**
 - Meeting to be set up after this Friday's meeting with Con Ed and OLA
- *Foundation Committee*
 - Fund raising discussion. WLS, Pat Brigham to come and speak here.

Resolutions

RESOLUTION #36 – Personnel Change

RESOLVED, that the Board of Trustees approves the following personnel change:

Name	Position	Department	FT/PT	Pay Rate	Effect. Date
<i>New Hire:</i>					
Karen Juliano	Staff Assistant-Library	Business Office	PT	\$25.00/hr.	01/06/2020

Cecilia Quintero moved and Amanda Curley seconded the motion to approve Resolution #36. Motion passed unanimously.

RESOLUTION #37 – Acceptance of Donations

RESOLVED, that the Board of Trustees gratefully accepts the following donations:

- \$100 donation and matching IBM grant from W. Jean Horkans
 - \$30 donation from Janice Ruotolo
- Both donations will be used for library materials, programs, and services for our community.

Cecilia Quintero moved and Althema Goodson seconded the motion to approve Resolution #37. Motion passed unanimously.

RESOLUTION #38 – Approval of Payments

RESOLVED, that the Board of Trustees approves the payments dated January 27, 2020 as presented by the Unpaid Bills report of January 27, 2020 reviewed by the Board.

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

Old Business

- Discussion of Audits – tabled until next meeting.
- Board Development – “Racial Justice & A Lesson on Privilege” Reading
The Board needs to take the lead on this issue. Meeting to be scheduled.
- Long Range Strategic Plan

New Business

- 2020-2021 Draft Budget Proposal
Karen reviewed the draft budget highlight with the Board. A long range planning consultant expense is added to the budget.

Public Comment - None

Executive Session

At 8:50 PM Alice Joselow moved and Lucinda Manning seconded the motion to enter into Executive Session to discuss personnel. Motion passed unanimously.

At 8:58 PM Matthew Weiss moved and Shandi Speller seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:00 PM Cecilia Quintero moved and Shandi Speller seconded the motion to adjourn the January 27, 2020 Regular Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne, Secretary to Library Director