

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, February 24, 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*; Bob Majernik, *Senior Account Clerk*;
Kathy Beirne, *Secretary to Director*

Others: Dennis Neuberger, *President of the Friends*

Call to Order

At 7:02 p.m. President Matthew Weiss called the February 24, 2020 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance.

Old Business (moved up in the Agenda)

- 2020-2021 Draft Budget Proposal
The Board discussed and reviewed items on the Proposed 2020-21 Draft Budget with Karen and Bob Majernik.

Public Comment

Friends President Dennis Neuberger commented on the following:

- 2020 Friends events finalized with James Trapasso
- Will not be accepting books due to 5000 Room construction
- Monthly Friends report
- Volunteer labor savings report
- Cedar Manor update
- Home delivery program – working with Diana Lennon and John Hawkins
- Started delivering children's books to the Open Door
- Peace Corps may want to highlight how the Ossining Public Library has assisted their program
- Site visit in March to Darien Library

Director's Report and Personnel Report

- Committee work: Finance, Foundation, B&G
- Annual Report – Evergreen stats questionable
- Budget – work continues for final approval at the March 23 Board Meeting
- Spanish language for staff – Guillermo Rodriguez
- Bonnie on medical leave

- WLA Mid-Winter Conference topic of professional growth and development as a library professional
- *How to Thrive as a Library Professional: Achieving Success and Satisfaction* – authors Susanne Markgren and Linda Miles
- Diana and Ignayra attending PLA Conference
- Long Range Strategic planning
- B&G pre-construction meetings
- Bird in building
- Wall surveys sent to SGH for their review
- 4th Bob Minzesheimer event, January 30 – turnout was light
- Carry holding citizenship classes and Spanish classes for children on Saturday
- Carry, Diana, Allison – census planning
- Census: WLS kiosks and volunteer
- Nicole Reis, Executive Assistant to Ray Sanchez, came to the library to record a video of Karen and Ignayra speaking about winter break library programming
- Little Bertie Genealogy group at Rotary – informative and interesting presentation
- Allison has completed the rollout of Sling, online scheduling software
- Allison – planning for parallel network and recommendations; migrated our website off of the WLS-hosted platform and onto WPENGINE
- Matt and Karen attended the WLS Board of Trustees January meeting
- New high quality video camera available to record some of our programs
- Finkelstein Library security guard stabbing
- Active Shooter Training
- Emergency Procedures training
- Kevin Robinson and Marie Pierre visited OHS to participate in the OUFSD Saturday Explore and Learn program
- Mallory – grant writing
- OPL online book group
- Teen community service hours

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the January 27, 2020 Regular Meeting of the Board.
Amanda Curley moved and Alice Joselow seconded the motion to approve the minutes.
Motion passed unanimously.

Payroll Approvals

The Board approved payrolls for January 31 and February 14, 2020.

Committee Reports

President's Report

- All trustees are now paid members of the Friends
- Met with President of the WLS Board

Policy and Bylaws & Personnel

- New meeting date needs to be set

Finance Committee

- Committee met to review WLS information on February 11 regarding the WLS IT bills and the process of voting on the WLS IT Finance Model for 2020.

Building and Grounds

- Working on HVAC project and Space Assessment

Shandi Speller met with Amanda Curley re: Equity and Board development. She suggested that something be put together before we hire a consultant to have our thoughts organized.

Shandi left meeting at 8:20 PM.

- *Foundation Committee* scheduled for March 3, 2020, 6:30 PM. List needed of shared vision. Space planning; technology gaming; long range plan consultant; program throughout the year.

Resolutions

RESOLUTION #39 – Personnel Changes

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

Name	Position	Department	FT/PT	Pay Rate	Effect. Date
<i>Leave of Absence:</i>					
Bonnie Katz	Librarian II	Adult Services	FT	\$76,820.64	02/18/2020
<i>Resignation:</i>					
Rika Sato	Library Page	Circulation	PT	\$13/hr.	1/23/20
<i>Termination:</i>					
Luz Palacio	Library Page	Children's	PT	\$13/hr.	1/29/20

Lucinda Manning moved and Amanda Curley seconded the motion to approve Resolution #39. Motion passed unanimously.

RESOLUTION #40 – Approval of Payments

RESOLVED, that the Board of Trustees approves the payments dated February 24, 2020 as presented by the Unpaid Bills report of February 24, 2020 reviewed by the Board.

Cecilia Quintero moved and Alice Joselow seconded the motion to approved Resolution #40. Motion passed unanimously.

RESOLUTION #41 – Approval of General Counsel Services Retention

RESOLVED, that the Board of Trustees approves the Retention of Bond, Schoeneck & King, PLLC for General Counsel Services per their confirmation of services letter dated February 21, 2020.

Amanda Curley moved and Cecilia Quintero seconded the motion to approve Resolution #41. Motion passed unanimously.

RESOLUTION #42 – Proposed 2020 WLS Finance Model

RESOLVED, that the Board of Trustees instructs the Library Director to vote **No** on the Proposed 2020 WLS Finance Model.

Lucinda Manning moved and Amanda Curley seconded the motion to approve Resolution #42. Motion passed unanimously.

RESOLUTION #43 – Approval of WLS Semi-Annual IT Invoices

RESOLVED, that the Board of Trustees approves, with reservations, the payment of the first half year 2020 WLS IT invoices in the amounts of \$73,318.16 and \$1,050.00 and that a letter to the WLS Board of Trustees and to Terry Kirchner be drafted by the OPL Board and Library Director stating the Board's reservations.

Amanda Curley moved and Cecilia Quintero seconded the motion to approve Resolution #43. Motion passed unanimously.

Old Business

- Long Range Strategic Plan – Karen has contacted a few consultants.

New Business

- WLS IT 2020 Budget and Review of 2016 Explanatory Document: *Proposed Expense-Based Funding Model for WLS Services*; Review of WLS-IT Semi-Annual Invoices Board discussed before voting on Resolutions #42 and #43.

Public Comment - None

Adjournment

At 9:06 PM, Alice Joselow moved and Cecilia Quintero seconded the motion to adjourn the February 24, 2020 Regular Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne, Secretary to Library Director