

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, March 23, 2020, 7:00 p.m. (Held Remotely)

MEETING MINUTES (draft)

The following people acknowledged their presence remotely:

Board of Trustees: 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 Library Director

Call to Order

At 7:04 p.m. President Matthew Weiss called the March 23, 2020 Regular Meeting of the Board of Trustees to order.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the February 24, 2020 Regular Meeting of the Board.

Alice Joselow moved and Cecilia Quintero seconded the motion to approve the February 24, 2020 Regular Meeting Minutes. Motion passed. Althema Goodson abstained.

Motion to Accept the Minutes of the March 16, 2020 Special Remote Meeting of the Board of Trustees.

Cecilia Quintero moved and Amanda Curley seconded the motion to approve the March 16, 2020 Special Meeting Minutes. Motion passed unanimously.

Public Comment- None

Director's Report and Personnel Report

- Very busy making sure we have what is needed for staff to work from home. Department Heads have been setting people up with technology and training. Allison busy working on all the technology that we need – Zoom, secondary phone shifts, Circ. Staff access to ILS to help patrons call in and obtain library cards and PINs.
- Mallory has been posting as much info. as possible
- Departments setting up programs – Kevin and others
- Citizenship classes moving to remote classes next week
- Business Office staff processing payroll and financials from home. Mechanics of processing invoices and cutting checks is questionable.
- Directors have been relying on each other for information
- WLS has been asked for better access to VID. We need them to reach out more also.
- Librarian will be available to answer patron questions 10AM-6PM M-F, 11-3 Sat. Patrons can also leave voicemail.
- Construction work continues.
- B&G staff reporting for work through it all.

Payroll Approvals – Not available at this time

Committee Reports

- President's Report – None
- Policy and Bylaws & Personnel – Four policies already reviewed by department heads ready for Policy Committee review
- Finance Committee – None
- Building and Grounds – Molly has been gathering quotes on security cameras for project that needs to be completed in five months.
- *Foundation Committee*- None

Resolutions

RESOLUTION #44 – 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>					
Pamela Keemer	Cleaner	B&G	PT	\$16.43/hr.	03/02/2020

Cecilia Quintero moved and Alice Joselow seconded the motion to approve Resolution #44. Motion passed unanimously.

RESOLUTION #45 – Approval of Services by Baldessari & Coster LLP for the Audit of Fiscal Year Ending June 30, 2020

RESOLVED, that the Board of Trustees approves the confirmation of services letter dated February 21, 2020 from Baldessari & Coster LLP to provide the Ossining Public Library for the year ended June 30, 2020. (*Tabled until next meeting*)

RESOLUTION #46 – Approval of 2020-2021 Proposed Budget

RESOLVED, that the proposed 2020-2021 Budget of the Board of Trustees of the Ossining Public Library in the sum of \$4,280,074.57 be approved, and that the Ossining Union Free School District be authorized to levy and collect the sum of \$4,163,175.00 as the necessary tax thereof.

Lucinda Manning moved and Cecilia Quintero seconded the motion to approve Resolution #46. Motion passed unanimously.

New Business

- Board commented on the great PLA 2020 Conference reports from both Ignayra and Diana

Public Comment- None

Executive Session

At 7:35 p.m. Cecilia Quintero moved and Amanda Curley seconded the motion to enter into Executive Session. Motion passed unanimously.

Adjournment

At 7:38 p.m. Alice Joselow moved and Cecilia Quintero seconded the motion to adjourn the March 23, 2020 Regular Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne, Secretary to Library Director