

**BOARD OF TRUSTEES**  
**OSSINING PUBLIC LIBRARY**  
***Special Meeting/Work Session***  
***March 13, 2017, 7:00 p.m.***

**MEETING MINUTES**

In Attendance: Alice Joselow, *President*, Matthew Weiss, *Vice President*, Stephanie Unger, *Secretary*, Peter Capek, Debbie Goddard, Lucinda Manning (arrived at 7:27 PM), Madeline Zachacz

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

Call to Order

At 7:06 p.m. President Alice Joselow called the March 13, 2017 Special Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge.

Work Session

- ***Retention of Bond, Schoeneck & King, PLLC – General Counsel Services***  
The Board discussed the appointment of Bond, Schoeneck & King, PLLC as Library General Counsel. See Resolution #37.

**RESOLUTION #37**

**RESOLVED**, that the Board of Trustees approves the appointment of Bond, Schoeneck & King, PLLC as Library General Counsel for a period of one year effective March 15, 2017 through March 14, 2018 at the special blended hourly rate of \$245 per hour.

Matthew Weiss moved and Madeline Zachacz seconded the motion to approve Resolution #37. Motion passed unanimously. (Lucinda not present for vote.)

- ***Antonucci & Associates Consulting Engineering Services for Retaining Wall & Associated Work***

Karen reviewed history of the wall as she was able to reconstruct. Board discussed. Further review to be obtained by another engineer and possible review assistance from School District Superintendent of Buildings and Grounds.

Review again at next scheduled meeting, March 27, 2017.

- **OLA Ongoing Consulting Assistance - Professional Services Agreement for HVAC**

This item was tabled until next meeting.

- **Presentation of 2017-2018 Preliminary Budget**

Library Director Karen LaRocca-Fels presented some highlights of the 2017-2018 preliminary budget:

Summary:

*Our tax cap is 1.51%, which represents an allowable levy increase of \$58,452. Our budget to budget increase is \$54,552 – the difference being the reduction in projected income. Personnel expenses represent 75% of our overall budget.*

*This proposed budget maintains the current level of library service, allows for some staff restructuring and movement, allows for needed growth in collection development and programming, and allows us to continue to maintain our building and grounds.*

The Board reviewed each budget item and suggested a few additional items including a request for expense related to possible increase in library hours.

Policy Committee to review Building Use and Donations Policies for possible ways to increase in library income.

Executive Session

At 8:35 p.m. Stephanie Unger moved and Matthew Weiss seconded the motion to enter into Executive Session. Motion passed unanimously.

At 9:00 p.m. Stephanie Unger moved and Madeline Zachacz seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:01 p.m. Madeline Zachacz moved and Peter Capek seconded the motion to adjourn the March 13, 2017 Special Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,

*Kathy Beirne  
Secretary to Director*