

**BOARD OF TRUSTEES**  
**OSSINING PUBLIC LIBRARY**  
***Special Meeting/Work Session***  
***May 8, 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, Madeline Zachacz

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

Call to Order

At 7:11 p.m. President Alice Joselow called the May 8, 2017 Special Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge.

**RESOLUTION #45**

**RESOLVED**, that the Board of Trustees approves the payments represented by the unpaid bills report of May 8, 2017 reviewed by the Board.

Debbie Goddard moved and Matthew Weiss seconded the motion to approve Resolution #45. Motion passed unanimously.

Work Session

- Emergency Procedures Manual draft version – Board to continue to submit suggestions.
- *Library In-Charge Person (LICP)* had first meeting – Karen reviewed procedures and gave tour of building to review Emergency Exits.
- PESH – no report yet but we have been attending to the issues.
- Budget Promotion – put out yard signs. Postcard mailed – next year add sentence in Spanish to refer to Website and Absentee Ballot information.
- Wall – Engineers have additional questions of peer review. Information sent last Friday to SGH. Conference call requested for Thursday or Friday of next week – no confirmation yet.
- Agenda for Annual Meeting, June 12, 2017 – invite LRP focus group participants
- Karen, Alice and Suzy working on Frog Rock \$20,000 Grant. Outreach for Summer Reading – creative programming alternate summer camp at OPL for middle schoolers transitioning to high school.
- Add Jaime Aguirre, Treasurer, to Website

Executive Session

At 7:59 p.m. Madeline Zachacz moved and Debbie Goddard seconded the motion to enter into Executive Session. Motion passed.

At 8:37 p.m. Debbie Goddard moved and Peter Capek seconded the motion to leave Executive Session. Motion passed.

Adjournment

At 8:38 p.m. Debbie Goddard moved and Madeline Zachacz seconded the motion to adjourn the May 8, 2017 Special Meeting of the Board of Trustees. Motion passed.

Respectfully submitted,

*Kathy Beirne*  
*Secretary to Director*