

**BOARD OF TRUSTEES**  
**OSSINING PUBLIC LIBRARY**  
**Regular Monthly Meeting**  
**May 22, 2017, 7:00 p.m.**

**Revised 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

Other: Alan Marzelli, Words & Music Concerts

Call to Order

At 7:04 p.m. President Alice Joselow called the May 22, 2017 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge.

Public Comment

Alan Marzelli presented a check for \$4,000 to the Board representing the net proceeds from the two spring “*Words & Music*” concerts. This contribution brings the total donations to the library from the eight concerts produced by Alan and Ellen Marzelli to \$16,000. The Board is extremely grateful to Alan and Ellen for their generous contribution to support the Library’s free programs.

Alan shared that he and Ellen will be taking a break from producing the concert series for the remainder of 2017.

He also commented that James Trapasso has done an excellent job of raising the bar with the Sunday concerts.

Approval of Prior Meeting Minutes

Motion to accept the meeting minutes of the April 24, 2017 Regular Meeting of the Board Trustees.

Stephanie Unger moved and Lucinda Manning seconded the motion to approve the April 24, 2017 Regular Meeting Minutes. Motion passed. Alice Joselow abstained.

Motion to accept the meeting minutes of the May 8, 2017 Special Meeting of the Board of Trustees.

Madeline Zachacz moved and Matthew Weiss seconded the motion to approve the Special Meeting Minutes of May 8, 2017. Motion passed. Stephanie Unger abstained.

Director’s Report

- Final draft of LRP in Spanish complete. Release date of LRP to public week of May 22.
- Staff and Trustees’ Matthew Weiss and Peter Capek attended the annual WLA joint conference with LARC in Rockland
- Congrats to Mallory Marinaro chosen to serve on NYS Library Association’s Youth Services Section Empire State Award Committee

- First LICP meeting on May 4. Emergency procedures input. Second meeting scheduled for those who could not attend.
- WLS's Allison Midgely offered class in Excel that was well attended by our staff
- Mallory Marinaro and Website Redesign Committee moving ahead with process
- VDA (Virtual Desktop Access) migration by WLS – OPL will be done in phases
- OPL and OUFSD won the WLA School/Public Library Cooperation Award. Our Game Night partnership program run by Kevin Robinson and Megan Mastrogiacomo was reason for being chosen. Congrats Kevin and Megan.
- Senior Law Day May 10.
- Summer Reading Initiative – OUFSD working with us to do heavy promotion in the schools. Also, reading buddies in partnership with JCY Westchester.
- \$25,000 Grant for middle school to high school transition students summer programs
- Library Initiative Committee
- 13 Reasons Why. OPL planning Teen Mental Health session later in June.
- Volunteer luncheon was well attended
- Annual Meeting – guest speaker: Nate Hill of METRO
- Citizenship classes
- Spanish classes for children

Payroll and Check Disbursement Approvals - the Board approved payroll registers and reviewed the check disbursement report.

### Committee Reports

#### **Building and Grounds**

- Signage in the building – especially at entrance
- Sponsors?
- Map at entryway
- Redo the emergency exits maps
- “You are here” designation
- LCD panels being reviewed
- Painting of certain parts of building

#### **Safety**

- LICP meetings being held

#### **OPL 125th Anniversary**

- Meeting minutes from last meeting?

### Old Business

- **Long Range Plan** – being wrapped up. Spanish version ready to go.
- **Update on Wall Study Peer Review**  
The Board reviewed the May 22, 2017 peer review report from SGH that recommended more monitoring of the wall. Antonucci and Carlin Simpson need to respond to the report. Schedule meeting with them – conference call June 26? Check with lawyers for liability. Forward peer review report to them; forward both reports to Ray Sanchez. Continue to monitor wall monthly.

New Business

- **2016 Annual Report**

The Board reviewed 2015-2016 report. Asked that staff be given a chance to look at the report in order to set future goals. Further discussion at next meeting.

- **Robert's Rules of Order**

Board discussed following Robert's Rules as noted in Bylaws.

Resolutions

**RESOLUTION #46**

**RESOLVED**, that the Board of Trustees approves the payments represented by the unpaid bills report of May 22, 2017 reviewed by the Board.

**RESOLUTION #47**

**RESOLVED**, that the Board of Trustees approves the 2016 Annual Report.

**RESOLUTION #48**

**RESOLVED**, that the Board of Trustees approves the Baldessari & Coster LLP May 1, 2017 Understanding of Services to provide the Library for the year ended June 30, 2017.

Matthew Weiss moved and Madeline Zachacz seconded the motion to approve Resolution #46 through #48. Motion passed unanimously.

Public Comment - None

Executive Session

At 8:50 p.m. Matthew Weiss moved and Stephanie Unger seconded the motion to enter into Executive Session. Motion passed unanimously.

At 9:20 p.m. Matthew Weiss moved and Debbie Goddard seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:21 p.m. Matthew Weiss moved and Debbie Goddard seconded the motion to adjourn the May 22, 2017 Regular Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,

*Kathy Beirne*  
*Secretary to Director*