

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, November 27, 2017, 7:00 p.m.

MEETING MINUTES

In Attendance: Matthew Weiss, *President*, Alice Joselow, *Vice President*,
Madeline Zachacz, *Secretary*; Peter Capek, Debbie Goddard,
Lucinda Manning

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

Other: Battle of the Books Participants and families

Call to Order

At 7:02 p.m. President Matthew Weiss called the November 27, 2017 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge.

Battle of the Books Recognition

Nineteen students participated in the event – each reading and studying the assigned five books and “battled” in matches on October 21 at Hendrick Hudson High School. All books were donated by the Friends.

The students and their parents attended the meeting to receive the Board of Trustees’ recognition. The following BOB students were honored with medals and certificates for their outstanding teamwork and good sportsmanship:

Ossining Oreos

Xander Bradley
Sadie Cohen
Daniela Cordero
Troy Hall
Jonathan Kang
Robert Kang
David Lange
Sofia Magalhaes
Isabel Rivera
Kiran Roye
Chloe Ward

Coach: Debbie Fletcher

OPL Snitches

Liam Fels
Paola Gonzalez
Emilia Magalhaes
Catalina Merladett LaRocca
Delia Montague
Aaron Song
Eleanor Wu
Janessa Yan

*Coaches: Suzy Zavarella
Brandon Jones*

RESOLUTION #36 was removed from the agenda due to the withdrawal of the candidate.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the October 16, 2017 Regular Meeting of the Board, the November 13, 2017 Policy Committee Meeting, and the November 13, 2017 Special Meeting of the Board of Trustees.

Madeline Zachacz moved and Peter Capek seconded the motion to approve the Meeting Minutes of November 13, 2017. Motion passed unanimously.

Public Comment - None

Director's Report and Personnel Report

- Battle of the Books tournament on October 21 – great job done by all!
- Wi-Fi problems with laptops
- John Torres has training laptops up to snuff
- Mallory Marinaro and Website committee continue to work with Studio Simpatico. Some initial mockups of homepage completed.
- James Trapasso moving ahead with migration to the new online calendar system, System and Events.
- Resignation of Terrie Keppler and retirement of Chris Surovich
- The loss of Peggy Toy – memorial service on December 3 at 1:00 PM at First Presbyterian Church of Ossining
- Emergency Procedures first training held with 22 staff attending
- OPL chosen to participate in the *Excite Transformation for Libraries*.
- We are planning to honor Bill Broadnax in March 2018 for his 50 years at OPL
- WCC Ossining Extension training in supervision and management for some of our staff
- Congratulations to Jimmy Trapasso – this year's OPL Employee of the Year
- Jim Dolan of OLA forwarded preliminary documents.
- Waiting to hear from Antonucci
- Attended meeting with town officials and representatives of Aris Wind about their wind and solar powered street lights.
- 125th Committee continue to meet and plan for 2018
- AFP Westchester Chapter's Philanthropy Day Conference in Tarrytown
- Jimmy and Karen interviewed by Sandy Galef for her show "Dear Sandy" in October. Show will air in late December.
- Linda Levine, Molly Robbins and Karen met with Shandi Speller to discuss ways to reach out and better serve Ossining's African American residents.
- PLDA: Mount Vernon retains the Central Library designation but focus will be on using the funds for purposes that support broader access to Central Library resources, namely, electronic resources.
- PLDA: Karen has been chosen as Second Vice President – term to begin in January 2018.
- Electronic Resources Committee looking at whether to stay with Overdrive or to look to other platforms, namely, Cloud Library.
- WLS rollout of the mobile app has been significantly delayed with the iOS approval process
- Library Elf will no longer be supported

Payroll Approvals

The Board approved the payroll registers for the end of September through November 24, 2017.

Committee Reports

President's Report

Matt attended the November 16 WLS Meeting. Judith Johnson was the guest speaker.

Policy and Bylaws & Personnel

Committee met and reviewed the Privacy Policy. This policy and the Law Enforcement Policy being presented to Board for a first reading.

Finance Committee

The auditor will meet with Board in January to review the 2017 audit.

Building and Grounds

Committee met this afternoon to discuss space priorities. More meeting space, private study rooms and moving Teens among the items. Need to obtain professional advice.

Ad Hoc: 125th Committee

Jimmy Trapasso is working on the February 10, 2018 opening ceremony. Ossining dignitaries invited. Closing ceremony on or about December 9. Goal for donations: \$25,000.

Resolutions

RESOLUTION #37 – Approval of Payments dated November 27, 2017

RESOLVED, that the Board of Trustees approves the payments dated November 27, 2017 as presented by the Unpaid Bills report of November 24, 2017 reviewed by the Board.

Madeline Zachacz moved and Alice Joselow seconded the motion to approve Resolution #37. Motion passed unanimously.

RESOLUTION #38 – Personnel Changes

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

Name	Position	Department	FT/PT	Pay Rate	Effective Date
Resignation:					
Theresa Keppler	Account Clerk	Business Office	PT: 10 hrs/wk	\$23.54/hr	11/22/17
Retirement:					
Christina Surovich	Librarian II	Circ/Tech	FT	\$79,857.96	12/16/17

Debbie Goddard moved and Madeline Zachacz seconded the motion to approve Resolution #38. Motion passed unanimously.

RESOLUTION #39 – Privacy Policy Revision – First Reading

RESOLVED, that the Board of Trustees approves the 11/27/17 draft revisions to the Privacy Policy as a First Reading.

**RESOLUTION #40 – Policy for Complying with Law Enforcement Inquiries –
First Reading**

RESOLVED that the Board of Trustees has reviewed the Policy for Complying with Law Enforcement Inquiries and approves it as a First Reading.

Debbie Goddard moved and Peter Capek seconded the motion to approve Resolutions #39 and #40 as amended. Motion passed unanimously.

Old Business

- Website Update – Board viewed the draft of the new website on Karen’s laptop.
- Children’s Room Audio Visual Systems Integration Project – still waiting for a new quote.

Public Comment - None

Executive Session

At 8:26 p.m. Madeline Zachacz moved and Lucinda Manning seconded the motion to enter into Executive Session to discuss personnel matters. Motion passed unanimously.

At 9:00 p.m. Alice Joselow moved and Lucinda Manning seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:01 p.m. Debbie Goddard moved and Peter Capek seconded the motion to adjourn the November 27, 2017 Regular Meeting of the Board of Trustees. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne
Secretary to Director