

**BOARD OF TRUSTEES**  
**OSSINING PUBLIC LIBRARY**  
***Regular Monthly Meeting***  
***Monday, February 25, 2019, 7:00 p.m.***

**MEETING MINUTES (Revised)**

In Attendance: Matthew Weiss, *President*, Alice Joselow, *Vice President*, Madeline Zachacz, *Secretary*; Peter Capek, Lucinda Manning, Cecilia Quintero, Shandi Speller

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

Other: Jim Dolan, OLA; Daniel Heuberger and Miya Lee of the Dattner Group Architects; Oscar Davis, Board President, and Judy Williams Davis, Trustee, Mount Vernon Central Public Library

Call to Order

At 7:00 p.m. President Matthew Weiss called the February 25, 2019 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge.

Old Business

- HVAC Upgrades: Update – Jim Dolan, OLA, reviewed the HVAC bidding proposal and process. Building walk-through with bidders last Tuesday.
- Space Assessment and Planning – Presentation by Dattner Group  
Programmatic needs to be met and public circulation of library could be improved.  
They will meet every other week to (1) discuss programmatic requirements; (2) test-fit plans; (3) phasing plans.

Next steps: Board to confer on accepting Dattner agreement.

Architects need digitized building plans and inventory of current collection.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the January 21, 2019 Regular Meeting of the Board.

Alice Joselow moved and Madeline Zachacz seconded the motion to accept the January 21, 2019 Regular Meeting Minutes. Motion passed.

Public Comment

Mr. Oscar Davis, Board President and Mrs. Judy Williams Davis, Trustee, MV Central Library introduced themselves. Oscar shared some highlights of what is happening at their library.

Director's Report and Personnel Report

- Wells – three motors replaced and 2 well pumps
- Computer problems – WLS needs significant resources to secure network

- Diversifying our fleet of computers
- Karen meeting with Bill Starbuck, General Manager, The Network Support Co.
- Spanish Language Facebook Page – Carry Cubillos

The Director's full report is attached.

Operating Budget and Revenue Report

Payroll Approvals – February 1 and 15, 2019 payrolls approved by the Board.

#### Committee Reports

##### **President's Report**

WLA meeting, 2/28/19, 10:00 a.m., Greenburgh Library – *Implicit Bias*  
Next Board of Trustees meeting is March 25.

##### **Policy and Bylaws & Personnel – Code of Ethics Policy**

Policy committee met – would like Board to review the present policy and submit changes at next meeting.

**Finance Committee** – no report

**Building and Grounds** – no report

#### Resolutions

##### **RESOLUTION #35 – Personnel Changes**

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

Name	Position	Department	FT/PT	Pay Rate	Effective Date
<i>Promotions:</i>					
Robbins, Allison	Librarian I	Adult Services	PT	\$30.13/hr.	1/28/2019
Riedel, Catherine	Librarian I	Teens	PT	\$33.07/hr.	2/2/2019

##### **RESOLUTION #36 – Approval of General Counsel Services Retention**

**RESOLVED**, that the Board of Trustees approves the Retention of Bond, Schoeneck & King, PLLC for General Counsel Services per their revised confirmation of services letter dated February 6, 2019.

Alice Joselow moved and Lucinda Manning seconded the motion to approve Resolutions #35 and #36. Motion passed unanimously.

#### New Business

- 2019-2020 Budget Proposal – Draft  
Karen reviewed the draft proposal with the Board.
- Three Seats Available on Board of Trustees - Petitions Available  
The terms of Peter Capek, Madeline Zachacz, and Cecilia Quintero are expiring on June 30, 2019.

**RESOLUTION #37 – Approval of Dattner Architects Master Plan of Services**

**RESOLVED**, that the Board of Trustees approves the Master Plan of Services presented by Dattner Architects, dated January 25, 2019.

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

Executive Session

At 9:17 p.m. Alice Joselow moved and Madeline Zachacz seconded the motion to enter into Executive Session to discuss personnel items. Motion passed unanimously.

At 9:35 p.m. Alice Joselow moved and Lucinda Manning seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:36 p.m. Alice Joselow moved and Madeline Zachacz seconded the motion to adjourn the February 25, 2019 Regular Monthly Meeting of the Board. Motion passed unanimously.

Respectfully submitted,  
*Kathy Beirne, Secretary to Library Director*