

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, April 22, 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;
John Tortoso, OPL Building Consultant

Other: Amanda Curley

Call to Order

At 7:05 p.m. President Matthew Weiss called the April 22, 2019 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance.

BUDGET HEARING

Highlights of the 2019-2020 Proposed Budget were reviewed. There were no public questions.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the March 25, 2019 Regular Meeting of the Board.
Resolution was tabled.

Public Comment – Amanda Curley: it is a pleasure to be here listening to the Board discussions.

Director's Report and Personnel Report

- Migration glitches – our Migration TechXperts, Marie and Allison, are doing a great job working with WLS and reporting back to us.
- Annual Report has been submitted. There are a few questions from WLS that need to be resolved.
- Volunteer luncheon held April 10 – 30 volunteers attended. Thank you to Jimmy Trapasso for organizing the event.
- WLS Celebrating Libraries event - inspiring talk from the New York Library Association President Michelle Young
- We are still waiting for confirmation from Civil Service regarding the Librarian III SS position.
- We are hiring substitutes to help us out.
- National Library Workers Day was April 9th. We ordered a light lunch for the staff and distributed reusable shopping bags with the OPL logo
- Architects – meeting May 7 at 2:00 PM

- Human Centered Design Thinking Team working this year's summer reading programs
- We are hosting a Dance for Parkinson's program, courtesy of dance instructor Andrea Elam and funded by an Arts Westchester grant
- We are planning the first Bob Minzesheimer Author Q&A with much help from James Trapasso and Mallory Marinaro. The event is June 12 at 7:00 PM – ticketed event includes copy of book.
- Karen is working with Alyson Trudeau of Putnam Northern Westchester BOCES and Police Chief Kevin Sylvester to bring TASC (formerly known as the GED) classes to Ossining
- Molly Robbins and I met with Jillian McRae and Sam North, both teachers at Ossining High School, and Mikki Shaw, who made the connection for us, to discuss pursuing a public workshop/presentation/discussion on racism. We also discussed the possibility of presenting a staff training session or two.
- Computer issues ongoing. Karen spoke at WLS meeting on 3/26.

Operating Budget and Revenue Report

- Discussion on Consultant Costs
John Tortoso spoke about the five wells, their operation, and the challenge created since they pull up sand and air. He also mentioned a cooling tower, separate A/C units on the roof and the monitoring system.

Karen reviewed consultant costs from 2012 onward.

Committee Reports

President's Report

- The Volunteer Luncheon was well received with much appreciation for the official OPL polo shirts given out.
- Board Candidate petitions have been submitted. The Budget Vote and Election is May 21.

Policy and Bylaws & Personnel

- Unattended Children Policy Revision – no changes suggested
- New Policy: Customer Service – Patrons and Library Staff – Lucinda suggested an addition from ALA confidentiality and privacy of library records.

Finance Committee – no report

Building and Grounds – no report

Resolutions

RESOLUTION #41 – First Readings of Policies

RESOLVED, that the Board of Trustees approves as First Readings the revised Unattended Children Policy dated 4/12/2019 and the new Customer Service – Patrons and Library Staff Policy dated 4/22/2019.

Shandi Speller moved and Cecilia Quintero seconded the motion to approve the First

Readings of the Unattended Children Policy dated 4/12/2019 and the new Customer Service – Patrons and Library Staff Policy dated 4/22/2019. Motion passed unanimously.

RESOLUTION #42 – Approval of Payments

RESOLVED, that the Board of Trustees approves the payments dated April 22, 2019 as presented by the Unpaid Bills report of April 22, 2019 reviewed by the Board. Resolution was tabled.

RESOLUTION #43 – Approval of Personnel Changes

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

Name	Position	Department	FT/PT	Pay Rate	Effective Date
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Rehire:

Marci Dressler	Librarian II Sub	Children's	PT Sub	\$32.95/hr.	3/22/2019
Jean Fischer	Library Clerk Sub	Circulation	PT Sub	\$18.49/hr.	4/22/2019
Cheryl Cohen	Librarian II Sub	Adult Services	PT Sub	\$32.95/hr.	1/19/2019

New Hires:

Lori Winterfeldt	Librarian I Sub	Adult Services	PT Sub	\$30.13/hr.	3/19/2019
Matthew Aull	Librarian I Sub	Adult Services	PT Sub	\$30.13/hr.	4/16/2019

Lucinda Manning moved and Madeline Zachacz seconded the motion to approve Resolution #43 Personnel Changes. Motion passed unanimously.

Old Business

- Technology Exploration – Karen met with Bill Starbuck of The Network Support Company. She needs more details from the consultant.
- HVAC Discussion – already covered with John Tortoso

New Business

- Annual Meeting Planning – date: Monday, June 10, 2019. Karen will invite Claudia Depkin, Library Director of Haverstraw King's Daughters Library, to speak.

Public Comment - none

Executive Session

At 8:25 p.m. Lucinda Manning moved and Shandi Speller seconded the motion to enter into Executive Session to discuss personnel items and the union contract. Motion passed unanimously.

At 8:49 p.m. Lucinda Manning moved and Shandi Speller seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 8:50 p.m. Madeline Zachacz moved and Cecilia Quintero seconded the motion to adjourn the April 22, 2019 Regular Monthly Meeting of the Board. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne, Secretary to Library Director