

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, June 24, 2019, 7:00 p.m.

MEETING MINUTES

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

Others: Amanda Curley, Althema Goodson, Elise Burke of WLS

Call to Order

At 7:01 p.m. President Matthew Weiss called the June 24, 2019 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge of Allegiance.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the May 20, 2019 Regular Meeting of the Board.

Matthew Weiss moved and Peter Capek seconded the motion to approve the May 20, 2019 Meeting Minutes. Motion passed. Alice Joselow and Madeline Zachacz abstained.

Public Comment - None

Director's Report and Personnel Report

- Karen and Molly interviewing for Librarian III SS positions
- Time clock is awesome
- Staff Training on organizational skills
- WLS Unconference
- Summer Reading Kick-Off – Wednesday from 3-5 PM
- Bob Minzesheimer Author Series event with Douglas Brinkley a great success
- Annual Meeting went well
- Possible starting of Youth Bureau in Ossining
- Career Day at AMD – Kevin Robinson participated
- OPL Subscription to Mango Language Learning
- 2020 Census
- Marie Trapasso agreed to be on the PLDA ILS Committee at System level

New Business (moved up in agenda)

- Presentation by Elise Burke of WLS
Elise is the Executive Assistant to Terry Kirchner in her 24th year with WLS. Highlights of her responsibilities include: Annual Reports coordination, Member Library statistics, Bibliostat Connect – 700 libraries in NY State, and NYS Construction Grants, Trustee training, “nuts & bolts” – issues or problems in the WLS building (whole 4th floor). Elise also mentioned the importance of Library Advocacy Day.

Payroll Approvals – the Board approved the payrolls for May 24, June 7, and June 21, 2019..

Committee Reports

President's Report

Friends Book Sale – moved a lot of inventory.
Next BOT meeting: July 8, 2019

Policy and Bylaws & Personnel

- Discussion of the Meeting Room Policy, Associated Fees, Application, Equipment List, and Hold Harmless Agreement – Tabled until next meeting.

Finance Committee – no report

Building and Grounds – no report

Resolutions

RESOLUTION #49 –Approval of Payments

RESOLVED, that the Board of Trustees approves the payments dated June 24, 2019 as presented by the Unpaid Bills report of June 24, 2019 reviewed by the Board.

Madeline Zachacz moved and Lucinda Manning seconded the motion to approve Resolution #49. Motion passed unanimously.

Old Business

- HVAC Discussion

Jim Dolan and Jonathan Katz of OLA had phone conference with Karen, Molly, and John Tortoso to discuss considerations – a way forward of what we think might be best. Pare down project and break into parts.

OLA to submit a plan of action. Boiler install as base project. Board asks for rough budget figures from OLA, add alternate well monitoring costs, and put together bid for boiler.

Board concern expressed regarding Con Ed moratorium on gas hookups.

- Technology Update

Library Directors discussed technology problems at PLDA meeting. It was a closed meeting with approximately 32 Directors. They passed a resolution expressing their dissatisfaction with WLS IT and will be meeting with Terry Kirchner tomorrow afternoon.

We are looking into having a parallel system operating in this building – the Network Support Group did an assessment but was not able to get all the information they needed from WLS.

New Business

- Foundation Discussion

Matt suggested that a steering committee be established to find members for Foundation. Add topic to next meeting agenda under Old Business. Also include Foundation Bylaws for the Board to review.

- Discussion of 2019-2020 Slate of Officers and Committee Appointments

The following committee nominations were made:

Chair of Personnel/Policy Committee: Alice Joselow

Chair of Finance Committee: Althema Goodson

Chair of Building & Grounds: Cecilia Quintero

Alice Joselow and Madeline Zachacz nominated:

Board President: Matthew Weiss

Madeline Zachacz and Matthew Weiss nominated:

Board Vice President: Alice Joselow

Madeline Zachacz and Alice Joselow nominated:

Board Secretary: Cecilia Quintero

Public Comment - None

Alice Joselow restated the need for a Board Development Retreat/Workshop!

Executive Session

At 8:42 p.m. Madeline Zachacz moved and Matthew Weiss seconded the motion to enter into Executive Session to discuss personnel items. Motion passed unanimously.

At 9:52 p.m. Alice Joselow moved and Peter Capek seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:53 p.m. Cecilia Quintero moved and Peter Capek seconded the motion to adjourn the June 24, 2019 Regular Monthly Meeting of the Board. Motion passed unanimously.

Respectfully submitted,
Kathy Beirne, Secretary to Library Director