

**BOARD OF TRUSTEES**  
**OSSINING PUBLIC LIBRARY**  
***Regular Monthly Meeting***  
***Monday, December 17, 2018, 7:00 p.m.***

**MEETING MINUTES**

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

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

Call to Order

At 7:08 p.m. President Matthew Weiss called the December 17, 2018 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

All those present stood for the Pledge.

Approval of Prior Meeting Minutes

Motion to accept the revised minutes of the September 17, 2018 Regular Meeting. Alice Joselow moved and Lucinda Manning seconded the motion to approve the meeting minutes. Motion passed. Cecilia Quintero abstained.

Motion to accept the minutes of the November 26, 2018 Regular Meeting. Cecilia Quintero moved and Peter Capek seconded the motion to approve the meeting minutes. Motion passed. Alice Joselow abstained.

Public Comment - None

Director's Report and Personnel Report

- 125<sup>th</sup> Anniversary Closing Ceremony
- Anniversary Journal finished
- Librarian III interviews for Children's and Adult Services have begun. Staff Assistant interviews to begin next week
- Budget discussion
- Bidding documents for HVAC project almost complete
- JACE not communicating with legacy Andover system. Clean Air to investigate solution.
- Parent Connections
- Village of Ossining: BEAMS funding \$45,000 approval
- Tutor.com from WLS in the New Year
- EXCITE
- Statistical data
- Philanthropy Workshop and NYLA Conference notes
- LRP Update document

Alice: New Year goal– to get an early start on Policy Committee review of policies.

Karen: Set up of Sexual Harassment training for Board members.

Payroll Approvals – the Board approved the payroll for 12/07/18.

Committee Reports

**President's Report:**

- Multicultural films at OPL flyer
- OPL Polo shirts

**Policy and Bylaws & Personnel** – No report

**Finance Committee**

- Met on Thursday, 12/13/18 to review 2019-2020 Budget. Specific request to add \$10,000 for space assessment architect.

**Building and Grounds** – No report

Resolutions

**RESOLUTION #32 – Approval of Payments**

**RESOLVED**, that the Board of Trustees approves the payments dated December 17, 2018 as presented by the Unpaid Bills report of December 17, 2018 reviewed by the Board.

Lucinda Manning moved and Alice Joselow seconded the motion to approve Resolution #32.

**RESOLUTION #33 – Donations**

**RESOLVED**, that the Board of Trustees accepts with gratitude the following donations to the Library:

- \$250 by Christina Surovich in memory of OPL retiree and friend Mrs. Nancy Jones
- \$100 by Linda Levine for *Giving Tuesday*
- \$100 by Dr. Jean Horkans

The \$450 revenue will be credited to account 2705000, Gifts and Donations.

Old Business

- Space Assessment and Planning

New Business - None

Public Comment - None

Executive Session

At 7:45 p.m. Matthew Weiss moved and Alice Joselow seconded the motion to enter into Executive Session to discuss union contract and personnel. Motion passed unanimously.

At 8:34 p.m. Cecilia Quintero moved and Peter Capek seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 8:34 p.m., Peter Capek moved and Cecilia Quintero seconded the motion to adjourn the December 17, 2018 Regular Monthly Meeting of the Board. Motion passed unanimously.

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