

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, August 17, 2020, 7:00 p.m., Remote

MEETING MINUTES (Amended)

The following people acknowledged their presence remotely:

Board of Trustees: Amanda Curley, Althema Goodson, Alice Joselow, Lucinda Manning, Cecilia Quintero, Shandi Speller, Matthew Weiss (joined at 8:45 PM)

Staff: Karen LaRocca-Fels, Director; Molly Robbins, Assistant Director; Kathy Beirne, Secretary to Library Director

Call to Order

At 7:03 p.m. Alice Joselow called the August 17, 2020 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance – the Pledge of Allegiance was recited by all those present remotely.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the July 6, 2020 Reorganization and Regular Meeting of the Board.

Amanda Curley moved and Cecilia Quintero seconded the motion to accept the meeting minutes. Motion passed unanimously.

Public Comment - None

Director's Report and Personnel Report

- We opened for browsing on Friday
- HVAC fixed – coil work, compressor
- Union okayed curbside pickup and B&G working during the heat
- We received three WLS IT audits – WLS scored very low on operations audit.
- Network Support Company – new broadband and Wi-Fi
- VDI slow start up upon re-opening of library
- Working on social distancing in the building for staff
- Foundation committee
- Trying to balance staff managing curbside and a staff member at each library entrance
- Adult Services published lib-guide on website
- Children's and Teens holding outside programming
- Website redesign – front page a hit for more timely information. Reorganization of BOT page
- Website front page – orange button on upper right will connect to new site – Niche Academy – training videos for patrons and staff.
- Plan to lend hotspots
- Applied for a grant recently to cover cost of more laptops
- IMLS grant – should hear soon

Committee Reports

Policy and Bylaws & Personnel

Employee Handbook, Public Access to Records Policy & Application, Use of Meeting & Performance Spaces by Outside Organizations Policy

- Revisions to Employee Handbook accepted by Board as a first reading
- Public Access to Records Policy & Application – suggestion that second choice be added for who to contact in Library Director’s absence as the Records Access Officer. Accepted by Board as a first reading.
- Use of Meeting and Performance Spaces by Outside Organizations Policy – accepted by Board as a first reading.

Finance Committee – 2019-2020 OPL Audit has begun

Building and Grounds – Need committee meeting when Jim Dolan’s report is ready.

Foundation Committee – Althema reported that they have had two or three meetings – worked on sheet from Mallory. Need to decide how we want to recruit people. Next meeting is 9:00 AM, Monday. She suggested possibly having a temporary one-year term of members of a Board of Directors.

Resolutions

RESOLUTION #43 – Approval of WLS Semi-Annual IT Invoices

RESOLVED, that the Board of Trustees approves the payment of the second half of the 2020 WLS IT invoices in the amounts of \$60,640.99 and \$1,050.00.

Karen will provide the Board with a breakdown of the bills.

Board asked that this resolution be tabled until the next meeting.

RESOLUTION #44 – Approval of WLS Semi-Annual IT Invoice for CapiraMobile

RESOLVED, that the Board of Trustees approves the payment of the second half of the 2020 WLS IT invoice for the CapiraMobile customized app for WLS Mobile in the amount of \$250.

Lucinda Manning moved and Amanda Curley seconded the motion to approve Resolution #44. Motion passed unanimously.

RESOLUTION #45 – Endorsement of Development of Alternative Technology Services and E-Rate Funding Sources

RESOLVED, that the Ossining Public Library Board of Trustees endorses the efforts of the Westchester public libraries and Directors to create a consortium for developing alternative technology services and E-Rate funding sources as a substitute for the Westchester Library System IT as a result of its subpar and unacceptable performance.

Cecilia Quintero moved and Amanda Curley seconded the motion to approve Resolution #45. Motion passed unanimously.

RESOLUTION #46 – Approval of Confidential Employee Agreement

RESOLVED, that the Board of Trustees approves the Agreement between Confidential Employee #238 and the Board of Trustees effective July 1, 2020 through June 30, 2022.

Amanda Curley moved and Cecilia Quintero seconded the motion to approve Resolution #46. Motion passed unanimously.

RESOLUTION #47 – Acceptance of Donation

RESOLVED, that the Board of Trustees accepts, with gratitude, the donation of \$125 from Melanie Carnsew for the purchase of books that help explain racism and protest to children.

Cecilia Quintero moved and Amanda Curley seconded the motion to approve Resolution #47. Motion passed unanimously.

RESOLUTION #48 – Personnel Changes

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

Name	Position	Department	FT/PT	Pay Rate	Effect. Date
<i>Resignations:</i>					
Adriana Manzo	Library Assistant	Teens	PT	\$27.69	7/24/2020
Lucia Vallejo	Page	Children's	PT	\$13.00	7/09/2020
Orla Hagan	Page	Children's	PT	\$13.00	7/15/2020
Mishal Zia	Page	Children's	PT	\$13.00	8/20/20

Shandi Speller moved and Amanda Curley seconded the motion to approve Resolution #48. Motion passed unanimously.

Old Business

- Board Elections
Board members questioned having a slate of officers chosen prior to voting at the Reorganization Meeting. *Board agreed to further discussion of By-Laws by Policy Committee during their 9/14/2020 Meeting.*
- Board Development/Equity Discussion
The shared reading and discussion – continue with GARE Report – answer 8 questions on p.15 by Monday, 8/24, 7:00 PM, next meeting.

“White Fragility” will be available to all Board members for curbside pickup at OPL. Questions are online at *White Fragility* website. (Karen also shared with Board later in the week.)

*Board Development/Equity – Criticism of the direction and focus of this topic resulted in questioning the Board’s efforts and if it should be continued. Monday evening commitment to meet.

- Long Range Strategic Plan - Karen will share the LRSP Implementation matrix. Karen reached out to consultants and will share list with Board.
- ALA Membership – Board asked Lucinda to share whatever she can as a member of the ALA with the rest of the OPL Board members.

New Business

- Secure Share Site for Board Documents – access place for Board documents. Board agreed.
- Items for Discussion:
 - Sunday opening - Karen suggested and Board agreed to hold off for now
 - Fines – Continue with “fine free”

Public Comment - None

Executive Session

At 9:16 PM Matthew Weiss moved and Amanda Curley seconded the motion to enter into Executive Session. Motion passed unanimously.

At 9:46 PM Cecilia Quintero moved and Matthew Weiss seconded the motion to leave Executive Session. Motion passed unanimously.

Adjournment

At 9:46 PM Matthew Weiss moved and Althema Goodson seconded the motion to adjourn the August 17, 2020 Regular Meeting of the Board of Trustees.

Respectfully submitted,
Kathy Beirne
Secretary to Library Director