

OSSINING PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Monthly Meeting
Monday, April 19, 2021, 7:00 p.m., Remote

MEETING MINUTES

The following people acknowledged their presence remotely:

Board of Trustees: Matthew Weiss, President; Alice Joselow, Vice President;
Cecilia Quintero, Secretary; Amanda Curley, Althema Goodson,
Lucinda Manning, Shandi Speller

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

Others: Dennis Neuberger, President of *The Friends*; Michael Holmes,
INSIGHTS4U; Jonathan Marshall, WLS Board Trustee, District 2,
Ossining/Tarrytown/Briarcliff; Leslie Allen, *The Foundation*;
Maddie Zachacz and Karen D'Attore, Village of Ossining;
Craig Olivo, Esq.

Call to Order

At 7:04 p.m. President Matthew Weiss called the April 19, 2021 Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

The Pledge of Allegiance was virtually recited by those participating.

BUDGET HEARING

Karen summarized the Proposed 2021-2022 Budget – 1.56% tax increase.

We are looking at returning to regular services soon, investment in technology, HVAC repairs, no service or staffing cuts – budget supports all of our initiatives with book budget and same level of programming.

Friends of the Library Update: Dennis Neuberger, President

- Thank you to the team
- Michelle processed first quarter financial statement
- Very limited activity to homebound and organizations
- American Legion has started accepting DVDs – first delivery in March
- Peace Corps and Sunshine still on hold
- No update on Maryknoll project yet
- Will there be students eligible for The Friends Scholarship Program this year? Molly will get names this week.
- Start of coin donations at front desk
- LRSP and The Friends

Leslie Allen, The Foundation, noted flyer to join Foundation

Long Range Strategic Planning: Update: Michael Holmes, INSIGHTS4U

Michael, Karen and Molly commented on Michael's PowerPoint (attached to these meeting minutes)

- Meet with staff in next 2-3 weeks: tell us what you think – open questions
- What are our strengths and weaknesses?
- Creating competencies to build on in the future
- Create opportunities for funding – maximum grants – obtain one new grant each year
- Diversification of collection – build on our progress
- 50% increase of programs recognizing under-represented communities
- Improve collection another 15%
- Expand technology services
- Diversification and development of staff, BOT, and volunteers
- Create and sustain relationships with community and with +5 or more organizations each year

Moved up in the Agenda:

New Business

- Village Water Property Tax Exemption (*see attached Village presentation*)
Karen D'Attore and Maddi Zachacz commented on their presentation regarding the exemption of Village water property from library tax including an analysis detailing exemption and non-exemption scenarios and their impact on water rates and property taxes.

Matt pointed out that the responsibility lies with the Board to reconsider this since it affects everyone in our community.

Althema moved and Cecilia seconded the motion for the Board to call a Special Meeting to further discuss this request. Motion passed unanimously.

Public Comment

Jonathan Marshall commented that the meeting was interesting with a wide variety of issues. Our developing Long Range Strategic Plan is fascinating, new and innovative.

- Trustee Institute on Wednesday – Design Thinking in a New Approach
- Budget – State Assembly added \$7 million in aid, \$20 million in construction, \$15 million in new digital inclusion technology grants
- WLS: we continue to listen and work together

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the March 22, 2021 Regular Meeting of the Board and the March 24, 2021 Special Meeting.

Alice Joselow moved and Cecilia Quintero seconded the motion to approve the March 22, and March 24, 2021 meeting minutes. Motion passed. Amanda Curley abstained.

Motion to Accept the Minutes of the April 8, 2021 Special Meeting/Board Development of the Board.

Alice Joselow moved and Cecilia Quinter seconded the motion to approve the April 8, 2021 Meeting minutes. Motion passed. Shandi Speller and Lucinda Manning abstained.

Cecilia Quintero asked that the next regularly scheduled meeting of the Board be added to the end of each meeting.

Director's Report and Personnel Report

Due to the numerous agenda items to be discussed Karen asked if the Board had any questions about her report. (Director's report attached to these meeting minutes.)

The following items were mentioned:

- Ignayra's links included in her report are excellent
- Discussion of Film Festival in honor of Bonnie Katz
- Adding Grab and Go hours
- Staff effort excellent!
- Mallory's Friday 5=great!

Committee Reports

President's Report

Matt recommended that "Caste" be the Board's next reading for Board Development Meeting.

Information on becoming a volunteer not easy to find on Website

Policy and Bylaws & Personnel:

OPL Pandemic Operations Emergency Plan, Revised 4/19/2021

Amanda commented that the Policy Committee is looking at those policies connected to the Employee Handbook and the CSEA contract.

Building and Grounds:

HVAC Discussion and Modular Spaces Update

Molly, John Tortoso and Karen reviewed the OLA next Phase. Building Committee to meet and review it.

Molly noted that there are plans to re-stripe parking lot.

Resolutions

RESOLUTION #91 – Acceptance of Donation in Memory of Bonnie Katz

RESOLVED, that the Board of Trustees accepts, with gratitude, the \$200 donation by the Dede Emerson Foundation in memory of OPL Librarian Bonnie Katz.

Alice Joselow moved and Cecilia Quintero seconded the motion to approve Resolution #91. Motion passed unanimously.

RESOLUTION #92 – Personnel Changes

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

Name	Position	Department	FT/PT	Pay Rate	Effect. Date
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Resignation:

Marlene Funk	Library Page	Children's	PT	\$14.00	4/16/2021
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Status Change:

Mallory Marinaro	Librarian II	Marketing Outreach	FT	\$67,545.76	04/01/2021
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Amanda Curley moved and Alice Joselow seconded the motion to approve Resolution #92. Motion passed unanimously.

RESOLUTION #93 – Approval of Revised Pandemic Operations Emergency Plan

RESOLVED, that the Board of Trustees approves the revised Pandemic Operations Emergency Plan dated 4/19/2021.

Amanda Curley moved and Cecilia Quintero seconded the motion to approve Resolution #93. Motion passed unanimously.

RESOLUTION #94 – Approval of WLS Free Direct Access Plan for 2022-2026, Revised 4/1/2021

RESOLVED, that the Board of Trustees approves the WLS Free Direct Access Plan for 2022-2026, revised 4/1/2021.

Shandi Speller moved and Amanda Curley seconded the motion to approve Resolution #94. Motion passed unanimously.

New Business

- Annual Meeting – add to next meeting agenda

Executive Session

At 9:12 PM Cecilia Quintero moved and Amanda Curley seconded the motion to enter into Executive Session to discuss contract negotiations with Craig Olivo, Esq., and a personnel item. Motion passed unanimously.

At 9:35 PM Cecilia Quintero moved and Lucinda Manning seconded the motion to leave Executive Session. Motion passed unanimously.

RESOLUTION #95 – Approval of Section 72 Leave of Absence

RESOLVED, that pursuant to Section 72 of the New York Civil Service Law, Employee #2734 is hereby directed to submit to a medical examination by a medical officer appointed by the Westchester County Department of Human Resources. Such examination will take place at a time and location to be determined by the County Department of Human Resources; and

BE IT FURTHER RESOLVED, that Employee #2734 is hereby placed on an unpaid leave of absence pursuant to Subsection 5 of Section 72 of the Civil Service Law, effective April 20, 2021.

Cecilia Quintero moved and Amanda Curley seconded the motion to approve Resolution #95. Motion passed unanimously.

Adjournment

At 9:37 PM Alice Joselow moved and Cecilia Quintero seconded the motion to adjourn the April 19, 2021 Regular Meeting of the Board of Trustees. Motion passed unanimously.

THE NEXT REGULARLY SCHEDULED MEETING OF THE BOARD OF TRUSTEES IS MONDAY, MAY 17, 2021.

Respectfully submitted,
Kathy Beirne
Secretary to Library Director