

**OSSINING PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Monthly Meeting
Monday, May 16, 2022, 7:00 p.m.**

MEETING MINUTES

In Attendance:

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

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

Others: Dennis Neuberger, President, *OPL Friends*; Leslie Allen, *Foundation*; Jonathan Marshall, *WLS Board Trustee, District 2*

Call to Order

At 7:04 p.m. Matthew Weiss called the May 16, 2022, Regular Meeting of the Board of Trustees to order.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the April 12, 2022 Special Meeting of the Board of Trustees and the April 18, 2022, Regular Monthly Meeting of the Board of Trustees.

Note: The April 12 Special Meeting Minutes had already been approved during the April 18, 2022 Regular Meeting.

Motion to Accept the Minutes of the April 18, 2022, Regular Monthly Meeting of the Board of Trustees.

After some discussion regarding revisions to the meeting minutes, these minutes will be revised and presented to the Board at their next meeting in June.

Public Comment

- Friends of the Library Update: Dennis Neuberger, President

FINANCIAL UPDATE

Checking: \$2,500; Savings: \$4,702

Volunteer benefit report Apr: \$1,020; YTD \$5,835

UPDATE ON EVENTS FOR 2022

Accepting books 5/18 to 7/1

Book Sale Saturday 7/9

YTD HOMEBOUND & ORGANIZATION ACTIVITY

Michele organized having 14 boxes of books that the Mt. Kisco Library could use for 5/21 sale; Michele and I delivered last Saturday

Cedar Manor – Homebound Delivery: No Activity

SPECIAL THANK YOU

Mallory Marinaro met with the Friends team and created a great flyer highlighting the Friends activities.

Will meet with us monthly to continue to determine ways to communicate our activities. The Friends thank Mallory and Molly for their support.

FRIENDS CORNER

Considering a membership drive to increase revenue.

- **Foundation Update: Leslie Allen, Chairperson**
 - New Member: Steve Alpert
 - How to spend the grant money - Karen will be making a priority list
 - Planning a 3-year strategy
 - Would like to establish an endowment
 - One event in the theater and one outside to be planned
 - Miriam Risko: Singing telegrams event for OPL was well received

- **Jonathan Marshall, WLS Board Trustee, District 2**
 - Ransomware attack – no patron data compromised
 - Mt. Vernon Central Library status: Peekskill is new Central Library. Maintenance of Effort (MOE) for the next 2 years. Year 3 further discussion for Mt. Vernon to be Central Library. WLS filed a waiver for Central Library money to go to Mt. Vernon eventually.
 - WLA Public Innovation and Engagement. \$250,000 Grant Re-entry Digital Inclusion Alliance.
 - Workshops: NYS Access to Justice Initiative Faith Based Pilot. Test program in Mt. Vernon
 - WLS Trustee Institute: June 1 – New Rochelle Public Library
 - Trustee Handbook Book Club: June 14 – PR and Advocacy

Director's Report and Personnel Report

- Budget Vote tomorrow
- Foundation Grant – Learning Center naming for David Swope
- \$25,000 Sandy Galef Programmatic Grant
- E-Rate program funds e2e exchange will cover 80% of broadband and cabling expense.
- Moving forward with Librarian II Promotion of Allison Robbins
- Diana and Karen still working on Library I vacancy
- Technology ECF funding – Chromebooks and hotspots
- Copier contract – hope to have for next month
- Ransomware attack affected Evergreen for us
- Earth Day presence of OPL was wonderful
- Minecraft Monday in Children's Room; Saturday – Emma the Therapy Dog
- Mallory to discuss graphic designer at next Board meeting and recommendation
- Amanda: Naming Policy not yet reviewed by the Policy Committee

Committee Reports

President's Report: Challenge and Opportunity

We have been through a transformative time. As a result, our work environment has been affected. The staff and the trustees are now onsite, remote, or hybrid. The result is a new work environment that creates a need for sensitivity to people's feelings and mental well-being.

This challenge is to keep our staff and trustees engaged. This has always been important, but as the library grows, we may consider having a dedicated human resources staff member who can provide guidance and direction for team building activities that would improve everyone's ability to communicate.

This professional would provide our staff with an additional resource in addition to the department head and Director. The Director would have a person who would work with routine

personnel issues. The Board would possibly gain by having a resource for locating outside consultants for Board development strategies.

The opportunity is to keep reshaping work to keep it viable. The library can show it is committed to the total experience of work and health.

July Reorganization Meeting – add Work Sessions (organize a schedule) – Election of Officers

Policy & Bylaws, Personnel: Two updated ALA Policies for First Readings: *Access to Library Resources & Services for Minors* and *Library Bill of Rights*

The Committee met and reviewed the revised ALA Library Bill of Rights and Access to Library Resources and Services for Minors and is presenting them for First Readings.

Resolution #62, April 12, 2022 Special Meeting of the Board of Trustees:

1. Disclaimer added to Candidates' Statements
2. Submission of a photo – can be done at library
3. Amend Resolution #62 (?)

Finance Committee: *Proposed 2022-2023 Budget Vote & Election: Tomorrow 5/17/22*

Building & Grounds Committee: *Update on Retaining Wall/HVAC*

- 6 more months of data needed to confirm movement – fence to be put up
- About to start repair to outside concrete and landscaping issues
- Dust interior – carpet and painting
- Quick Stop Business Center – copier, printer/scanner, computer
- Wednesday, May 11· Lothrop will be here to do a comprehensive review
- Lighting to be corrected in the dim areas

Resolutions

RESOLUTION #64 - Personnel Change

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

Name	Position	Department	FT/PT	Pay Rate	Effect. Date
<i>Promotion:</i>					
Allison Robbins	Librarian II	Technology & Training	FT	\$68,727.81	5/11/2022

Alice Joselow moved and Cecilia Quintero seconded the motion to approve Resolution #64. Motion passed. 6-1 – Shandi Speller abstained.

RESOLUTION #65 – Cat 6 Cabling Project

RESOLVED, that the Board of Trustees approves the NAV Systems, LLC Quote in the amount of \$32,000 for replacement of Cat 5 to Cat 6 cabling and addition of 34 new Cat6. We are receiving ERate funding for 80% of this project.

Amanda Curley moved and Cecilia Quintero seconded the motion to approve Resolution #65. Motion passed. 7-0

RESOLUTION #66 – Acceptance of Donation

RESOLVED, that the Board of Trustees accepts, with gratitude, the \$200 donation made by Phil Just to be used to purchase new books.

Cecilia Quintero moved and Amanda Curley seconded the motion to approve Resolution #66. Motion passed. 7-0

Old Business

- Annual Meeting, June 6, 2022
Plans are underway. Joyce Sharrock Cole to be Guest Speaker.
- Parking Lot – staff advised to park in upper level in order to fill the top of the lot and possibly dissuade the restaurant goers from using the library lot.
- OPL Request to Historical Society for Items – nothing new to report.
- Financial Endowment Possibility – nothing new to report.

New Business

- Scheduling Work Sessions – Doodle poll
- Friends Memberships – Membership form in BOT packet
- Naming Learning Center in Children's Room: "*David Swope Learning Center*"
- Copier Contract – In progress

Public Comment

Jonathan Marshal reminder: June 1 is the WLS Trustee Institute Meeting and June 14 the Book Club on PR and Advocacy.

Executive Session

At 8:16 PM Cecilia Quintero moved and Alice Joselow seconded the motion to enter into Executive Session. Motion passed 7-0.

At 9:08 PM Alice Joselow moved and Cecilia Quintero seconded the motion to leave Executive Session. Motion passed 7-0.

RESOLUTION #67 – Section 73 Termination

RESOLVED, that upon the recommendation of the Library Director, the Board of Trustees hereby terminates the employment of Employee #2734 pursuant to Section 73 of the Civil Service Law effective at the close of business on May 20, 2022.

This resolution was unanimously tabled.

THE NEXT MEETING OF THE BOARD OF TRUSTEES IS SCHEDULED FOR MONDAY, JUNE 13, 2022

Adjournment

At 9:09 PM Meghan Huppuch moved, and Althema Goodson seconded the motion to adjourn the May 16, 2022 Regular Meeting of the Board of Trustees. Motion passed 7-0.

Respectfully submitted,
Kathy Beirne
Secretary to Library Director