

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, September 19, 2022, 7:00 p.m.

MEETING MINUTES

In Attendance:

Board of Trustees: Amanda Curley, President; Cecilia Quintero, Shandi Speller, Matthew Weiss

Absent: Althema Goodson, Vice President; Meghan Huppuch, Secretary; Alice Joselow

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

Others: Dennis Neuberger, President, *OPL Friends*; Leslie Allen, *Foundation*; Devante Richards

Call to Order

At 7:00 p.m. President Amanda Curley called the September 19, 2022, Regular Monthly Meeting of the Board of Trustees to order.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of Prior Meeting Minutes

Motion to Approve the Minutes of the August 15, 2022 Regular Meeting of the Board of Trustees.

Matthew Weiss moved and Shandi Speller seconded the motion to approve the August 15, 2022 Regular Meeting Minutes. Motion passed 4-0.

Motion to approve the Special Meeting/Work Session Minutes of September 8, 2022, was tabled until the October 17, 2022 meeting.

Public Comment

President of the Friends, Dennis Neuberger shared the following:

FINANCIAL UPDATE

Checking: \$1,479; Savings: \$4,702

Volunteer benefit report August: \$1,260; YTD \$11,430

UPDATE ON EVENTS FOR 2022

Prepare data for National Friends of the Library Week (10/16/22)

Holiday Book Sale - December

YTD HOMEBOUND & ORGANIZATION ACTIVITY

Cedar Manor – Homebound Delivery - No Activity

American Legion – 1 Delivery

SPECIAL THANK YOU

The 24 Amish training books were delivered by me two days before their schools opened. The representative expressed her appreciation. Sunshine Home started meeting with the Friends last

week to resume children books going to the Home. They found 4 Hebrew training books that will be used to train Jewish children. Susan and Kym expressed their appreciation.

FRIENDS CORNER

The Friends donated \$2,300 for Museum Passes.

Sunshine Children's Home contacted us to possibly resume activities for their residents.

Due to the high volume of books in storage, we cannot accept any donations.

Leslie Allen, President of the Foundation, shared the following:

Foundation gifts received – library program dates need to be set

What can the Board share regarding a Naming Policy? Amanda responded that the Policy Committee is presently working on a policy. A draft has been forwarded to our attorney for review. Will share with Foundation Board hopefully at their 10/6/22 meeting.

Director's Report and Personnel Report

- PLDA committee working on best practices for managing stress – how to help staff
- Interactions with public much more difficult – trying to find ways to train our staff to handle these better
- Policy Committee working very hard
- OUFSD, Alita McCoy Zuber, Assistant Superintendent for Business, got back to Karen – Board would like to meet with her regarding the Bond Referendum process
- Audit moving along – Auditor usually attend the January meeting to review
- We are working on establishing priorities from the Lothrop and Dattner reports – space planning – will share with Building & Grounds Committee
- Developing programming timeline for Foundation funding
- *Invest in Kids Grant* – Suzy and Alice finalized paperwork.
- Community Table Events – reaching many more people
- Mallory working with Spanish language translator
- Core competencies for library staff evaluation and training
- Personnel evaluations in process
- Mallory started in new position - Patron Services
- Technology Clerk hired – Jabarie Jones
- Approval of Logically and WLS SLA proposals by Board
- Board asked if Department Heads would include in their monthly reports the cultural programming being done in their departments.
- Replacement of parking restriction signs – Molly
- Positive Cultural Framework training – Molly
- Shandi asked about the overall expense of the new Logically Service Agreement vs. former agreement. Karen noted that we are still saving money.
- Matt asked about the possibility of a digital “Welcome Packet” for new trustees

Payroll Approvals – payrolls approved by Board members.

Committee Reports

President's Report

- The Board will be receiving informational articles to facilitate discussion. i.e., Banned Books. Amanda mentioned Ted Talks re: How essential libraries are to the community.
- WLS Liaison opportunity – Matt Weiss is interested.
- Possible OPL Trustee Liaison to the OUFSD Board of Education. Discussion tabled until

all trustees are present.

- Town of Ossining Invitation to “Special Leadership Development on Equity” for Town and Village Appointed Boards and Committees, Thursday, October 6, Budarz Theater.
- Library Logo Committee – trustee invited to participate.
- *Board will meet at 5:00 PM on October 6 to discuss logo (before Town Meeting)

Policy and Bylaws & Personnel

- Revised Sexual Harassment Policy and Form – first reading.

Finance Committee

- Matt commented that Board needs to meet with School District and organize priorities for the upcoming budget prep.

Building and Grounds

- In progress – no report

Biennial Trustee Survey

- Shandi commented that a Doodle poll has been sent out to choose a meeting date.

Director’s Evaluation

- Cecilia will forward revised personnel section to Board

LRSP Committee

- No report (Althema absent)

Resolutions

RESOLUTION #22 – Personnel Change(s)

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

Name	Position	Department	FT/PT	Pay Rate	Effect. Date
<i>New Hire:</i>					
Jabarie T. Jones	Library Clerk	Technology/Training	PT	\$19.33/hr.	9/19/2022
<i>Promotion:</i>					
Mallory Marinaro	Librarian III	Patron Services	FT	\$82,577.30	8/17/2022

Matthew Weiss moved and Shandi Speller seconded the motion to approve Resolution #22. Motion passed 4-0.

RESOLUTION #23 – Approval of Fine Free Library

RESOLVED, that the Ossining Public Library will heretofore be a *Fine Free Library*. Late fines will not be assessed or collected on Ossining Public Library-owned materials.

Cecilia Quintero moved and Matthew Weiss seconded the motion to approve Resolution #23. Motion passed 4-0.

RESOLUTION #24 – Approval of Logically Service Agreement

RESOLVED, that the Board of Trustees approves the Logically Service Agreement dated 8/08/2022, in the amount of \$2,941.99 for Onboarding Services and \$3,698.50/monthly for

Security and Managed Services.

Matthew Weiss moved and Cecilia Quintero seconded the motion to approve Resolution #24. Motion passed 4-0.

RESOLUTION #25 – Acceptance of 2023 IT Service Year’s Contract with WLS

RESOLVED, that the Board of Trustees accepts the 2023 IT Service Year’s contract with the WLS, for an amount of \$46,043.45, as proposed. *(Note: Board approved copy of the 2023 SLA must be submitted to WLS by 10/15/2022.)*

Matthew Weiss moved and Cecilia Quintero seconded the motion to approve Resolution #25. Motion passed 4-0.

Old Business

- Parking Lot – Karen is looking into security service
- OPL Request to Historical Society for Items – letter will be mailed this week.
- Banned Books – Amanda commented on Peekskill Library having their Banned Books stolen. Matt suggested a Banned Book sale.

New Business

- Shandi suggested parenting books re: acceptance of LGBTQ and transgender children – how to respond to their children. Karen will check on OPL availability.

Public Comment – Devante Richards commented on the fine free library

Adjournment

At 9:02 PM Matthew Weiss moved, and Cecilia Quintero seconded the motion to adjourn the September 19, 2022 Regular Monthly Meeting of the Board of Trustees. Motion passed 4-0.

Date of Next Work Session scheduled:

- **Thursday, October 6, 2022, 5:00 PM-6:00 PM** (short discussion on new logo)

THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES IS SCHEDULED FOR MONDAY, October 17, 2022.

Respectfully submitted,

Kathy Beirne
Secretary to Library Director