

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Monthly Meeting
Monday, October 17, 2022, 7:00 p.m., Director's Office

MEETING MINUTES

In Attendance:

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

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

Others: Dennis Neuberger, President, *OPL Friends*; Jonathan Marshall, *WLS Board Trustee, District 2*; Devante Richards

Absent: Amanda Curley, Shandi Speller

Call to Order

At 7:01 p.m. Vice President Althema Goodson called the October 17, 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 September 19, 2022 Regular Meeting of the Board of Trustees. Motion tabled due to absence of a quorum of those who attended this meeting.

Motion to approve the Special Meeting/Work Session Minutes of September 8, 2022.

Meghan Huppuch moved and Alice Joselow seconded the motion to approve the meeting minutes. Motion passed 4-0. Matthew Weiss abstained.

Public Comment

President of the Friends, Dennis Neuberger shared the following:

FINANCIAL UPDATE

Checking: \$1,580; Savings: \$4,702

Volunteer benefit report September: \$360; YTD \$11,790

UPDATE ON EVENTS FOR 2022

Holiday Book Sale – December 10-11, 2022

YTD HOMEBOUND & ORGANIZATION ACTIVITY

American Legion – Sunshine Home – Arty Educational Book

SPECIAL THANK YOU

Team met with Mallory to document the Friends activities for National Friends of the Library Week

FRIENDS CORNER

Book donations resumed 10-11

The Friends would like a joint meeting with the Foundation to discuss joint fund raising

Contact Channel 12 to request December book sale can be highlighted on their community activity broadcast.

Contacting the Ossining H. S. Co-op manager to determine if students can assist in helping sort books and Book Sale.

Jonathan Marshal commented that he appreciates the opportunity that he has had to attend the OPL meetings as a liaison to WLS.

Director's Report and Personnel Report

- Finance Committee Meeting – met with School District Administration regarding the Bond process
- Jerry Nichols would be happy to do training session for the Board of Trustees on the roles and responsibilities of a Library Board.
- Auditors are finishing up the annual audit.
- Langan and SGH Wall Monitoring Proposal resolution
- Meeting with community leaders
- Working with new Youth Bureau Director
- Tech Core Competencies
- Welcomed Mercy College student worker who will be working in Patron Services
- NYLA – two staff members will be attending – Mark Sacha and Ignayra Lopez
- Reclassifying Cultural Programming Assistant
- Job description of merging Programming Specialist
- E-Rate
- Discussion with Terry Kirchner regarding WLS Digital Equity
- Hoopla problematic dumping of books
- Suzy and Alice completed two “Invest in Kids Grants”
- Bylaws and Bill of Rights will be on conference table for all BOT meetings.

Payroll Approvals – Board members approved payrolls for September and October.

Committee Reports

Policy and Bylaws & Personnel – Draft Revised By-Laws, First Reading and Revised Sexual Harassment Prevention Policy and Complaint Form were both tabled until next Board meeting. (Pronouns to be revised in all policies going forward.)

Gift and Donation Policy still being reviewed by our attorney.

Code of Conduct and Bulletin Board policies in review. Next meeting is 11/7/22.

Finance Committee – Matt commented on Giving Tuesday, 11/29/22. Committee met with School District Administration – they are very open to working together on a Bond Referendum. The OPL 130th Anniversary will be in 2023 – fundraiser.

Building and Grounds – next meeting is October 20.

Resolutions

RESOLUTION #27 – Approval of Revised Sexual Harassment Prevention Policy and Complaint Form

RESOLVED, that the Board of Trustees approves the revised Sexual Harassment Prevention Policy and Complaint Form.

Alice Joselow moved to table this resolution until the next Regular Meeting, Meghan Huppuch seconded the motion. Motion passed 5-0.

RESOLUTION #28 – Acceptance of Donation

RESOLVED, that the Board of Trustees gratefully accepts the \$100 donation made in memory of Jane A. Clark by Tom and Ginger Snyder.

Alice Joselow moved and Matthew Weiss seconded the motion to approve Resolution #28. Motion passed 5-0.

RESOLUTION #29 – Approval of SGH Additional Services of Wall Monitoring

RESOLVED, that the Board of Trustees approves the Simpson Gumpertz & Heger Additional Services Scope of Work dated 9/28/2022, in the amount of \$10,000.

Matthew Weiss moved and Meghan Huppuch seconded the motion to approve Resolution #29. Motion passed 5-0.

Old Business

- Library Visits – Karen is working on getting dates
- Parking Lot – no update
- OPL Request to Historical Society for Items – letter mailed; awaiting response.

New Business

- Website Redesign – Heads up – Mallory and Allison checking out possibilities. Will possibly be a budget item in next year's budget.
- New Online Program Calendar – Change is needed to our in-house calendar. Looking at new calendar that will pull in statistical data too – quote possible in November.
- Trustee Orientation – Matt set up timeline outline. Tabled until next meeting – 11/3 Work Session.

Public Comment – Devante Richards

Molly thanked staff for their cooperation during the day of the new carpet installation.

Adjournment

At 8:46 PM Matthew Weiss moved, and Alice Joselow seconded the motion to adjourn the October 17, 2022 Regular Monthly Meeting of the Board of Trustees. Motion passed 5-0.

Respectfully submitted,
Kathy Beirne
Secretary to Library Director