

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Special Meeting/Executive Session
Thursday, September 8, 2022, 5:00 PM, Zoom

MEETING MINUTES

In Attendance:

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

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

Call to Order

At 5:04 p.m. President Amanda Curley called the September 8, 2022, Special Meeting/Work Session of the Board of Trustees to order.

Board Discussion

- *Gift and Donation Policy Review and Addition of Naming Policy*
During the discussion the Board agreed no revisions were necessary to the Gift and Donation Policy as it is. The policy serves the library well as to how to accept donations.

Shandi asked if the Board can see the insurance review of the library's art inventory. A list of art will be set up in an Excel file when insurance is reviewed.

Guidelines for Naming Policy and donors wishing to contribute - Karen commented that it would be nice to have a policy in place for Board review and approval. The Library should also reserve the right to re-name something if in later years name change becomes appropriate.

Best practice: waiting period and then consideration period.

Policy Committee will review Gift, Donation, and Naming Policy during Monday's meeting.

Shandi – idea of naming things is questionable. It is one thing to allow recognition and another thing to name something after someone who has donation money. Honorific naming is a separate item. Tread lightly.

Amanda – Could establish a timeline for naming so that money can be made and added to the library budget.

Alice – Foundation wants to have naming rights.

Molly pointed out that a plaque in an entryway acknowledging a donation can also be appropriate.

Meghan – more equitable with plaque honoring donation. Also, suggested that some conversation with the Foundation after Policy Committee meeting on Monday providing them with information Naming Policy.

Be careful we don't close doors.

Due diligence prior to taking their money.

Give the Foundation some guidance as to what they can say.

- *Sexual Harassment Policy* – attorney forwarded revised document late – to be discussed at Monday's meeting. Also, forward Sexual Harassment Complaint form to Board.
- *Bylaws* – Board would like to make changes. Incorporate Chapter 56 of the NYS Committee on Open Government Laws of 2022. Define the word "present" – not outlined in the Bylaws. Karen will consult attorney. Resolution needs to be adopted for changes to Bylaws. Karen will ask Howard Miller, Esq., to update appropriately – define the word "present."

Shandi suggested that the Trustee Roles and Responsibilities – as written in Bylaws and people's understanding - be discussed during the Board Development on Saturday. She also suggested that someone from NYLA do some Board training to talk about Roles and Responsibilities of Board members.

Karen suggested WLS or Mr. Nichols might be able to come in for training.

9 a. Standing Committees – OK as is.

9 b. Ad hoc – for specific purposes

10 d. Timeframe for Budget - January for 1st draft – March for Board approval.

10 e. “

10 g. Pledge of Allegiance – suggestions of Library ALA Bill of Rights, 7 points.
Mission driven statements

Suggestion of having Bylaws and Bill of Rights laminated and available for Board Meetings.

Suggested that for next meeting the Board would have someone decide what they want to read.

Since Matt was not present at this meeting he needs to weigh in on this choice.

Karen commented on WLS Board of Trustees vacancy – Jon Marshall's term expires 12/31/22. He is not running again. Also, 11/29/22 WLS Annual meeting is when the election

will be held. Will advise deadline for nominees.

Adjournment

At 6:52 p.m., Amanda moved and Alice Joselow seconded the motion to adjourn the September 8, 2022 Special Meeting/Work Session of the Board of Trustees. Motion passed unanimously.

Board Development was held after the Special Meeting was adjourned.

Respectfully submitted,

Kathy Beirne, Secretary to Library Director