

BOARD OF TRUSTEES
Ossining Public Library
Regular Monthly Meeting
Monday, January 23, 2023, 7:00 p.m.
2nd Floor Conference Room

MEETING MINUTES

In Attendance:

Board of Trustees: Amanda Curley, President; Althema Goodson, Vice President;
Alice Joselow, Matthew Weiss

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

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

Absent: Meghan Huppuch, Cecilia Quintero, Shandi Speller

Call to Order

At 7:00 p.m. President Amanda Curley called the January 23, 2023, 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 Accept the Minutes of the December 12, 2022 Regular Monthly Meeting.

Motion tabled until next meeting (Matt abstained since he was absent from the 12/12/22 meeting – no quorum present to pass motion.)

Motion to Accept the minutes of the January 12, 2023 Special Meeting/Work Session of the Board of Trustees. Alice Joselow moved and Althema Goodson seconded the motion to approve the meeting minutes. Motion passed 4-0.

Public Comment

OPL Friends, President Dennis Neuberger, shared the following:

FINANCIAL UPDATE

Checking: \$3,853; Savings: \$4,702

Volunteer benefit report Dec: \$3,802; YTD \$17,632

UPDATE ON EVENTS FOR 2022-2023

Friends Annual meeting: Sunday, January 29, 2023

Sorted through books left over from the sale for possible donations, discards or hold for future sales.

YTD HOMEBOUND & ORGANIZATION ACTIVITY

American Legion DVD; Homebound 2 Deliveries

SPECIAL THANK YOU

Friends team and volunteers who handled the December book sale and this month sorted remaining inventory

FRIENDS CORNER

Cannot accept any book donations until further notice

Meeting this Friday to establish goals and outlook for the Friends Board for 2023

OPL Foundation, Leslie Allen shared the following:

- Thursday, 1/26/23, Rochelle Udell's *Author's Talk* via Zoom
- Joyce Cole suggestions for February events
- March: Women's Health and Wellness
- Concert postponed until 4/21/23
- Box at front Circ desk for donations

Director's Report and Personnel Report

- Director's Report attached to meeting minutes
- Youth Bureau Grant
- Patron Services – positive feedback

Operating Budget and Revenue Report

- Financial notes: Adult Performers' fees and Grant \$ from Swope Fund
- Enthusiastic staff post COVID – programs very successful
- IT services charged/combined to one line on Budget – Logically contract still less than WLS.

Committee Reports

President's Report

Amanda further investigated the topic of WIFI for Ossining residents that Shandi had referred to during a previous meeting. She was informed by the Town that the WIFI project did not receive a high rating for the DRG (Downtown Revitalization Grant). There is a possible grant coming in the pipeline to cover WIFI cost.

Matthew Weiss shared that he is resigning from the OPL Board of Trustees as he has been appointed to the Ossining Town Council. He also must resign from the WLS District #2 Trustee position due to a conflict of meeting days. The effective date of his resignation is Friday, January 27, 2023. *We sincerely thank you, Matt, for your many years of service as Trustee and President of the Ossining Public Library Board of Trustees!*

Alice Joselow volunteered to step in to cover the WLS Trustee position.

Board discussion for plan to fill this open seat will be deferred until the next Board meeting.

Policy and Bylaws & Personnel

Alice shared that the Gift, Donation, and Naming Policies was under further review to ensure that it is in alignment with our Mission Statement. The Committee also reviewed the Bulletin Board, Social Media, and Interim Meeting Room policies. Next meeting of the Committee is 2/06/2023.

Finance Committee

The Board would like to know the exact 2% Tax Cap amount for the 2023-24 Budget. Alice will be away for the 2/2/23 Work Session – please add Zoom address to Agenda. The Board would like Treasurer, Jaime Aguirre, to attend the 2/2/23 Work Session or the 2/13/23 Regular Meeting.

Building and Grounds

Molly shared that Amanda and Meghan joined them on 2/19/23 for the meeting with Lothrop to review the new figures. Lothrop will join us again for the 2/2/23 Work Session. The new report fills in the mechanical, electrical, and plumbing lines – very inclusive figures. Sound mitigation due to the layout of duct work will be addressed along with roof access options. Other items: drainage issues in back, lower section make it more holistic, solar panels installation (no \$ yet, other funding sources possible); repainting and recarpeting. Lothrop will keep refining. (Note: ask School District about the Kitchen Bus)

Biennial Trustee Survey – no report

Director's Evaluation – no report

LRSP Committee – no report – meeting to be scheduled.

School Board Liaison

Amanda listened to the December BOE meeting – B&G Planning Committee actively getting together. An extensive report may be presented during their January 18th meeting.

Resolutions

RESOLUTION #33-Revised – Approval of a New Library Calendar Proposal

Resolved, that the Board of Trustees approves the Revised Library Market Project Proposal dated October 7, 2022, in the total amount of \$5,500 – \$2,000 for a new Library Calendar implementation, \$1,500 eCommerce Integration and \$2,000 annual subscription.

Alice Joselow moved and Matthew Weiss seconded the motion to approve Revised Resolution #33. Motion passed 4-0.

RESOLUTION #38 – Approval of the 2022 Audit

Resolved, that the Board of Trustees approves the Audit for the Fiscal Year ending June 30, 2022.

Matthew Weiss moved and Althema Goodson seconded the motion to approve Resolution #38. Motion passed 4-0.

RESOLUTION #39 – Approval of 2023 First Half WLS Invoices

RESOLVED, that the Board of Trustees approves the WLS Invoices for SLA-ILS Maintenance Service in the amount of \$23,021.73 and Digital Content per 100 population in the amount of \$5,331.22 for January 1, 2023 through June 30, 2023.

Matthew Weiss moved and Althema Goodson seconded the motion to approve Resolution #39. Motion passed 4-0.

RESOLUTION #40 – Acceptance of Donation

RESOLVED, that the Board of Trustees accepts, with gratitude, a donation of \$500 from the Scarborough Presbyterian Church.

Alice Joselow moved and Althema Goodson seconded the motion to approve Resolution #40. Motion passed 4-0.

Old Business

- Parking Lot – no update
- Library Visits – no update

New Business

- 2023-2024 Preliminary Budget – in progress.
- Donations – there are 3 different ways to donate: Friends, Foundation, OPL. How does OPL use the money given as donations? Add to next Regular Monthly Meeting agenda.

Public Comment – Dennis Neuberger and Devante Richards

Executive Session

At 8:25 PM Alice Joselow moved and Althema Goodson seconded the motion to enter into Executive Session to discuss the promotion of one employee. Motion passed 4-0.

At 8:30 PM Alice Joselow moved and Matthew Weiss seconded the motion to leave Executive Session. Motion passed 4-0.

Adjournment

At 8:34 PM Alice Joselow moved, and Matthew Weiss seconded the motion to adjourn the January 23, 2023 Regular Meeting of the Board of Trustees. Motion passed 4-0.

Date of Work Session scheduled for:

- **Thursday, February 2, 2023, 5:00 PM**

THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS SCHEDULED FOR MONDAY, February 13, 2023, 7:00 PM.

Respectfully submitted,
Kathy Beirne
Secretary to Library Director