

BOARD OF TRUSTEES
Ossining Public Library
Regular Monthly Meeting
Monday, February 13, 2023, 7:00 p.m.
2nd Floor Conference Room;
224 Glenview Drive, San Francisco, CA, and
77 State Street, Ossining, NY—via Zoom

MEETING MINUTES

In Attendance:

Board of Trustees: Amanda Curley, President; Althema Goodson (via Zoom), Vice President; Meghan Huppuch, Secretary; Alice Joselow (via Zoom), Cecilia Quintero, Shandi Speller

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

Others: Dennis Neuberger, President, *OPL Friends*

Call to Order

At 7:02 p.m. President Amanda Curley called the February 13, 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.

Meghan Huppuch moved and Shandi Speller seconded the motion to approve the December 12, 2022 meeting minutes. Motion passed 6-0.

Motion to Accept the Minutes of the January 23, 2023 Regular Monthly Meeting.

Motion tabled until next meeting.

Motion to Accept the Minutes of the February 2, 2023 Special Meeting/Work Session of the Board of Trustees.

Shandi Speller moved and Cecilia Quintero seconded the motion to approve the February 2, 2023 Special Meeting/Work Session minutes. Motion passed 4-0. Alice Joselow abstained.

Public Comment

- Friends Report from President Dennis Neuberger:

FINANCIAL UPDATE

Checking: \$4,231; Savings: \$4,703; Volunteer benefit report Jan. \$975; YTD \$975

UPDATE ON EVENTS FOR 2023

Book sales scheduled for June, October, and December; ETSY scheduled for May and November

YTD HOMEBOUND & ORGANIZATION ACTIVITY

None to date

FRIENDS CORNER

Annual meeting was held 1/29/23. Nancy Panagacos elected as V.P. The Board welcomed Nancy to the Board and thanked Nancy Lutwin for her service as previous V.P.

Cannot accept any book donations until further notice.

Zelle app is now available for membership renewals.

We look forward to assisting the Library with any projects and the H.S. Senior Pages Scholarship Program.

Membership is down by 30 since Covid. We work with Library management for communications to obtain new members.

Director's Report and Personnel Report

- Karen referred to her report. Noted that under-budget in personnel positions that are still open.
- Shandi asked about advanced planning information sharing with the Board, especially items connected to the Long-Range Strategic Plan.
- Quarterly report regarding LRSP goals. Karen can ask department heads to include more goal-related information.
- Board could review LRSP reports during a Work Session on a quarterly basis. Should be an agenda item quarterly.
- Resolution #43 to be presented for vote at 2/16/23 Work Session at 5:00 PM right after the B&G Committee meeting at 4:00 PM. Zoom attendance needed: Althema, Meghan, Alice, Shandi

Committee Reports

- President's Report – Amanda has been meeting with community members.
- Policy and Bylaws & Personnel – last meeting had to be canceled – waiting on attorney's opinions on certain policies.
- Finance Committee – Budget discussion for March Work Session
- Building and Grounds – Lothrop very clear in their communications, material, financials. Charges made easy to pick up – very impressive.
 - Biennial Trustee Survey – Need to schedule meeting.
 - Director's Evaluation – Nothing to report. Need to meet in April for June Director's Evaluation.
 - LRSP Committee – Quarterly discussion during next Work Session.
 - Foundation Reps – No meeting since January. Concert that had been postponed has since been canceled.
 - Friends Liaison – No further report.
 - School Board Liaison – No report.

Resolutions

RESOLUTION #41 – Approval of the First Floor New Wall Proposal from Proftech

RESOLVED, that the Board of Trustees approves the installation of the Proftech 1st Floor new wall proposal, in the amount of \$20,939.14.

Meghan Huppuch moved and Cecilia Quintero seconded the motion to approve Resolution #41. Motion passed 6-0.

RESOLUTION #42 – Personnel Change

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

Name	Position	Department	FT/PT	Pay Rate	Effect. Date
<i>New Hire:</i>					
Alia D. Jordan	Library Page	Circulation	PT	\$15.00/hr.	02/07/2023

Cecilia Quintero moved and Meghan Huppuch seconded the motion to approve Resolution #42. Motion passed 6-0.

RESOLUTION #43 – Approval of *Lothrop Associates Proposal for B&G*

RESOLVED, that the Board of Trustees approves the (to be completed as soon as revised proposal is received). *Due to the late receipt of the revised proposal the Resolution was tabled until the 2/16/23 Special Meeting/Work Session.*

Old Business

- Parking Lot – Nothing new to report
- Library Visits – Nothing new to report
- 2023-2024 Preliminary Proposed Budget – Karen reviewed the explanation of items. A bit more revisions needed – to be presented at the 3/09/23 Work Session.

New Business

- Two Open Seats on Board of Trustees – Press Release
- Board of Trustees SharePoint Training – to be scheduled.

Public Comment - None

Executive Session

At 8:30 PM Cecilia Quintero moved and Meghan Huppuch seconded the motion to enter into Executive Session to discuss the a personnel item. Motion passed 6-0.

At 8:39 PM Cecilia Quintero moved and Shandi Speller seconded the motion to leave Executive Session. Motion passed 6-0.

Adjournment

At 8:39 PM Cecilia Quintero moved, and Shandi Speller seconded the motion to adjourn the February 13, 2023 Regular Meeting of the Board of Trustees. Motion passed 6-0.

Date of next Work Session scheduled for:

- **Thursday, March 9, 2023, 5:00 PM**

THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS SCHEDULED FOR MONDAY, March 20, 2023, 7:00 PM.

Respectfully submitted,
Kathy Beirne
Secretary to Library Director