

**BOARD OF TRUSTEES**  
**OSSINING PUBLIC LIBRARY**  
**Work Session**  
**Thursday, March 21, 2024, 5:30 PM**  
**Director's Office**  
**Ossining Public Library, 53 Croton Ave., Ossining, NY;**  
**41 Secor Rd., Ossining, NY**

**Approved Meeting Minutes**

Attendance:

In-person: Cecilia Quintero, Amanda Curley, Meghan Huppuch, Phil Rice, Karen LaRocca-Fels

Remote: Shandi Speller

Absent: Alice Joselow

**Call to Order**

Amanda Curley called the March 21 Work Session to order at 5:39PM.

**Pledge of Allegiance**

Mission and Vision: The Ossining Public Library enriches, connects, and inspires our community and is the community's center for lifelong learning.

**Board Discussion**

Bylaws

- 4. Board of Trustees
  - A
    - Karen to follow up with attorney on language proposed at January 11 meeting
    - Proposed language: "The Board shall consist...Any change in the number of trustees will require a change to bylaws, following the process as outlined in section 11(a) Amendments."
  - C
    - Proposed language: During a fiscal year, it is the expectation that trustees attend scheduled Regular Meetings. When a trustee is unable to attend, it is expected that the trustee communicates their reason for absence to the board president. When a trustee has failed to notify the president, the president will reach out to them. Outreach efforts must be documented in writing.
    - Proposed addition of D – If a trustee has 3 consecutive absences without responding to the Board president's communications, this shall set in motion dismissal from the Board. Prior to dismissal, the Board president shall present written documented outreach efforts

to the board. Following a resolution to this effect, the president will inform the absent board member in writing that he/she/they is no longer on the Board.

- Karen to follow up with attorney about the legality of removing an elected officer.
  - F – “See attached” and include link to current Open Meetings Law
- 5 – Officers
  - Meghan owes a description of the Secretary role
- 10 Meetings
  - F – “Quorum” is defined as 4 board members for a 7-member board
  - G – Remove pledge of allegiance and replace it with Ossining Public Library mission and vision
  - H – Work sessions - attendance is expected
    - Shandi proposed the following elements of a definition of work sessions:
      - Work sessions involve active participation or interaction between the participants on a predefined theme or problem heading towards an outcome or target.
      - Should contribute to an abbreviated and smoother Regular Meeting.
      - More discussion-based and conversational.
      - An opportunity to understand how other board members are thinking which helps reduce surprises (especially if a vote at a Regular Meeting requires a discussion).
      - Should also be distinct from committee meetings – we trust the committee members to be responsible for that area of work and report back to the board.
    - Karen will bring consultant presentations to committee meetings or full board, as appropriate.
  - Work Session topic – April 4, 6PM
    - Planning longer LRSP retreat – define goals and set the agenda

### Adjournment

Cecilia Quintero moved to adjourn the meeting. Shandi Speller seconded. Motion passed 6-0. Meeting adjourned at 6:29PM.