

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Meeting
December 16, 2024 – 7:00pm
2nd Floor Conference Room
53 Croton Ave., Ossining, NY

Agenda

Call to Order

OPL Mission and Vision

The Ossining Public Library enriches, connects, and inspires our community. The Ossining Public Library will be the community's center for lifelong learning.

Battle of the Books 2024 Participant Recognition

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the November 14, 2024, Work Session Meeting and the December 5, 2024, Work Session Meeting.

Public Comment

- Friends of the Ossining Public Library Update, Nancy Panagacos, President
- Ossining Library Foundation Update, Leslie Allen, Chair
- Westchester Library System Update, Alice Joselow, Board Trustee, District 2

Director's Report

- Personnel Report
- Operating Budget and Revenue Report

Committee Reports

President's Report

Policy, Bylaws, and Personnel Committee

- First Reading of Bylaws revision dated 12/13/24
- Draft revised Circulation Policy dated 12/13/24

Building and Grounds Committee

- Update on Building Project
- General B&G Report

Finance Committee

Outreach and Engagement Committee

Long-Range Strategic Plan (LRSP) Review Committee

OPL Board Goals

Resolutions

RESOLUTION # 31 Approval of Personnel Changes

Name	Title	Department	Change	Effective Date
Eickler, Lisa	Library Clerk - PT	Circulation	Unpaid Leave Extension	To 01/01/25
Carstensen, Angela	Librarian I - PTA	Adult Services	Probationary Appointment At \$30.00 per hour	11/21/24
Mayo-Toro, Andres	Library Clerk - PT	Circulation	Probationary Appointment At \$22.15 per hour	12/07/24
Bracey-Harris, Debra	Library Clerk - PT	Circulation	Resignation for Retirement	12/29/24
Bracey-Harris, Debra	Library Clerk - PT	Circulation	Appointment at \$26.11 per hour (current pay rate)	01/04/25
Blaha, Chris	Library Page	Children's Services	\$16.00 to \$16.50 Minimum Wage Increase	01/01/25
Mauri, Vicenta	Library Page	Circulation	\$16.00 to \$16.50 Minimum Wage Increase	01/01/25
Singh, Clara	Library Page	Circulation	\$16.00 to \$16.50 Minimum Wage Increase	01/01/25
Washburn, Steven	Library Page	Circulation	\$16.00 to \$16.50 Minimum Wage Increase	01/01/25

RESOLVED, that the Board of Trustees approves the above Personnel Changes

RESOLUTION #32 Approval of SGH's Proposal for Consulting Engineering Services, MSE Wall Repairs and Parking Lot Drainage System Upgrades, Revised on September 20, 2024, in the amount of \$455,000

RESOLVED, that the Board of Trustees approves SGH's Proposal for Consulting Engineering Services, MSE Wall Repairs and Parking Lot Drainage System Upgrades, Revised on September 20, 2024, in the amount of \$455,000

RESOLUTION #33 Approval of Lothrop's Proposal for Additional Services Request #2 (Rev1), dated November 15, 2024, in the amount of \$296,756.73

RESOLVED, that the Board of Trustees approves Lothrop's Proposal for Additional Services Request #2 (Rev1), dated November 15, 2024, in the amount of \$296,756.73

RESOLUTION #34 Approval to accept artwork donated by Anne Marie Leone

RESOLVED, that the Board of Trustees approves the acceptance of artwork donated by Anne Mare Leone

RESOLUTION #35 Approval of the new process of approving check warrants:

RESOLVED, that each month's check warrants will be included for approval by resolution at the regular monthly meeting. Be it further **RESOLVED** that one trustee will be appointed as the official check warrant reviewer and that trustee will review all checks and invoices and sign off on same

RESOLUTION #36 Approval of the Twinson Electric Proposal to Replace Ballasts and Install LED Lighting, dated November 13, 2024, in the amount of \$14,450.96

RESOLVED, that the Board of Trustees approves Twinson Electric's Proposal to Replace Ballasts and Install LED Lighting, dated November 13, 2024, in the amount of \$14,450.96

RESOLUTION #37 Approval of the Draft Revised Circulation Policy dated 12/13/2024

RESOLVED, that the Board of Trustees approves the Draft Revised Circulation Policy dated 12/13/24

Old Business

- Continuation of Library Services Team
- Legislative Advocacy
- Process for approval of check warrants

New Business

- Circulation Policy Review – changes to late fees and loan periods
- Donation of an art piece by Anne Marie Leone

Public Comment

Executive Session: To discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Adjournment

Scheduled Upcoming Meetings

Tuesday, December 17, 2024 – Community Outreach Committee Meeting

~~Friday, December 27, 2024~~ Date TBD – Finance Committee Meeting

Monday, January 6, 2025 – Buildings & Grounds Committee Meeting

Thursday, January 9, 2025 – Work Session Meeting

Friday, January 10, 2025 – Policy & Personnel Committee Meeting

Monday, January 13, 2025 – Regular Meeting

Tuesday, January 21, 2025 – Community Outreach Committee Meeting

Friday, January 24, 2025 – Finance Committee Meeting

Wednesday, January 29, 2025 – Long Range Strategic Plan Committee Meeting