

**BOARD OF TRUSTEES**  
**OSSINING PUBLIC LIBRARY**  
***Regular Meeting***  
***September 15, 2025 – 7:00pm***  
***2<sup>nd</sup> Floor Conference Room***  
***53 Croton Ave., Ossining, NY***

**APPROVED MEETING MINUTES**

OPL BOT Members physically present: Meghan Huppuch, Amanda Curley, Rachel Murphy, Alice Joselow, Amanda Marsh, and Phil Rice

OPL BOT Member absent without prior notice: Althema Goodson

Friends of the OPL Member attending remotely via Zoom: Nancy Panagacos

Ossining Library Foundation Member attending remotely via Zoom: Leslie Allen

OPL Staff Members physically present: Karen LaRocca-Fels, and Steve Hamilton

OPL Staff Member attending remotely via Zoom: Molly Robbins

Member of the Public physically present: Devante Richards

Call to Order

Meghan Huppuch called the meeting to order at 7:00pm.

Meghan Huppuch read aloud the OPL Mission and Vision statements:

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

Public Comment

- Friends of the Ossining Public Library Update, Nancy Panagacos, President reported that the Friends are preparing for their Fall book sale this Friday and Saturday.
- Ossining Library Foundation Update, Leslie Allen, Chair reported that three Foundation members attended the past weekend's Farmers' Market and it was a good outreach experience.
- Westchester Library System Update, Alice Joselow, Board Trustee, District 2 No report or update provided. The next meeting will be held in two weeks.

Director's Report

- Personnel Report

Board discussion centered on the Building Project Bond Outreach postcard sent to all residents and that some were not received and noted the countywide leadership role OPL Staff have in the Battle of the Books.

Financial Report

- Operating Budget and Revenue Report

Board discussion noted that the operating budget and revenue report were reviewed at the most recent Finance Committee meeting and that all looked good.

- Warrants: Motion to Accept the Warrants dated 08/20/25, 09/03/25, and 09/11/25 On a motion by Rachel Murphy, seconded by Amanda Curley, and passed unanimously

6-0, the above dated warrants were accepted.

#### Committee Reports

##### President's Report

In lieu of a formal report, BOT President Meghan Huppuch expressed her gratitude for all current and former BOT members who have led the library over the years and she acknowledged the excellent work being done by OPL Staff.

##### Policy, Bylaws, and Personnel Committee

Policy, Bylaws, and Personnel Committee Chair Alice Joselow reported that the committee will meet on Friday, 09/19 at 10:30am.

##### Building and Grounds Committee

- Update on Building Project
- General B&G Report

Building and Grounds Committee Chair Phil Rice reported that the B&G committee met last week and discussed in detail the upcoming building project and on-going HVAC problems.

##### Finance Committee

- Treasurer RFP

Finance Committee Chair Phil Rice reported that the Finance Committee last met on 08/27/25 and reviewed the financial reports. Not surprisingly, the HVAC, Elevator maintenance, and engineering lines incurred some additional expenses. Library counsel has reviewed the proposed RFP for Library Treasurer and made some recommended revisions. Next step in the RFP process is to place on upcoming meeting agenda for a formal vote. Board discussion centered on possibly changing the next Work Session meeting to a Special Meeting to accommodate a vote on the RFP and the related required changes to the Bylaws.

##### Outreach and Engagement Committee

In the absence of Outreach and Engagement Committee Chair Althema Goodson, Meghan Huppuch noted that it would be remiss to not acknowledge the tremendous amount of work that has been done on this front.

##### OPL Board Goals

Board discussion focused on the upcoming Building Project Bond vote to be held tomorrow, 09/16/25.

##### Resolutions

##### ***RESOLUTION # 28 Approval to Accept the Gift of \$10,000 Received from Lowen McKay Provided Through Fidelity Brokerage Services***

***RESOLVED***, that the Board of Trustees Approves the Acceptance of the Gift of \$10,000 Received from Lowen McKay Provided Through Fidelity Brokerage Services

On a motion by Amanda Marsh, seconded by Amanda Curley, RESOLUTION #28 was approved unanimously 6-0.

**RESOLUTION # 29 Approval of Personnel Change**

| Name          | Position      | Department  | FT/PT | Change                                  | Effective Dates                          |
|---------------|---------------|-------------|-------|-----------------------------------------|------------------------------------------|
| Eickler, Lisa | Library Clerk | Circulation | PT    | Continuation of Unpaid Leave of Absence | Retroactive to 07/04/25 through 09/21/25 |

**RESOLVED**, that the Board of Trustees approves the above Personnel Change

On a motion by Alice Joselow, seconded by Rachel Murphy, RESOLUTION #29 was approved unanimously 6-0.

Old Business

- Planning for Temporary Library Space
- Library Director's Annual Review
- Outreach Events
- Trustee Annual Goals
- Committee Members to Schedule Respective Committee Meetings

Board discussion noted that the above topics have been discussed earlier and that the Library Director's Annual Review will be held during the Special Meeting on 10/09/25.

New Business

- OPL Annual Meeting

Board discussion noted that the scheduling and planning for the meeting will begin after the Building Project Bond vote tomorrow, 09/16/25.

Public Comment

Devante Richards hopes that everyone in attendance has a good school year.

The BOT did NOT enter Executive Session.

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

On a motion by Rachel Murphy, seconded by Amanda Curley and passed unanimously 6-0, the meeting was adjourned at 7:54pm.