

**BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Meeting
November 17, 2025 – 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.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the September 19, 2025, Special Meeting; the October 9, 2025, Special Meeting; and the October 20, 2025, Regular Meeting.

Public Comment

Director's Report

- Personnel Report

Financial Report

- Operating Budget and Revenue Report
- Warrants: Motion to Accept the Warrants dated 10/22/25, 10/29/25, 11/05/25, and 11/12/25.

Committee Reports

President's Report

- 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

Policy, Bylaws, and Personnel Committee

- Second and final reading of the draft bylaws prior to adoption – see **RESOLUTION #37**

Building and Grounds Committee

- Update on Building Project
- General B&G Report
- Planning for Temporary Library Space

Finance Committee

- Treasurer Update
- Payment Approval Process
- Bond Progress

Outreach and Engagement Committee

OPL Board Goals

- Trustee Annual Goals
- NYLA Conference Report

Resolutions

RESOLUTION #37 Approval of the Revised Bylaws - Revision Date September 19, 2025 – Reviewed and Read at the October 20, 2025, Monthly Meeting of the Board of Trustees

RESOLVED, that the Board of Trustees Approves the Revised Bylaws - Revision Date September 19, 2025 – Reviewed and Read at the October 20, 2025, Monthly Meeting of the Board of Trustees

RESOLUTION #38

**RESOLUTION RATIFYING THE AMENDMENT TO AGREEMENT WITH
LOTHROP ASSOCIATES ARCHITECTS D.P.C.**

WHEREAS, on October 9, 2025, the Board of Trustees of the Ossining Public Library (“Library”) approved an amendment to the original April 20, 2023 agreement between Lothrop Associates Architects D.P.C. and the Library to addresses the post-referendum architect services for the Library 2025 bond project at a cost of \$1,981,822.00 for additional basic services and \$218,100 for supplemental services and authorized the Library Director, acting on behalf of the Library and with the advice of counsel and the Chair of the Building and Grounds Committee Philip Rice, to finalize, enter into and execute the amendment; and

WHEREAS, the Library Director finalized, entered into and executed the attached Amendment;

NOW, THEREFORE, IT IS HEREBY

RESOLVED that the Library hereby ratifies and approves ratifies and approves the amendment.

RESOLUTION #39

**OSSINING PUBLIC LIBRARY
RESOLUTION AWARDING THE CONTRACT FOR RTU-6 HVAC EQUIPMENT
ALTERATIONS PROJECT TO THE LOWEST RESPONSIBLE BIDDER**

WHEREAS, the Ossining Public Library (the “Library”) issued a notice for bids for the RTU-6 HVAC Equipment Alterations Project; and

WHEREAS, the Library received only one bid from Clean Air Quality Services, Inc.; and

WHEREAS, New York General Municipal Law Section 103 requires the Library to award the bid to the lowest responsible bidder;

NOW, THEREFORE, IT IS HEREBY

RESOLVED that the Library awards the bid to Clean Air Quality Services, Inc. as the lowest responsible bidder and authorizes Karen LaRocca-Fels, Library Director to execute the Owner-Contractor Agreement.

Old Business

- OPL Annual Meeting

New Business

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, November 18, 2025, 12:00pm – Community Outreach Committee Meeting
Friday, November 21, 2025, 10:30am – Policy/Personnel/Bylaws Committee Meeting
Thursday, December 4, 2025, 6:00pm – Work Session Meeting
Monday, December 8, 2025, 12:00pm – Buildings and Grounds Committee Meeting
Tuesday, December 9, 2025, 7:00pm – Annual Meeting and Report to the Community
Monday, December 15, 2025, 7:00pm – Monthly Meeting
Tuesday, December 16, 2025, 12:00pm – Community Outreach Committee Meeting
Friday, December 19, 2025, 10:30am – Policy/Personnel/Bylaws Committee Meeting
Friday, December 26, 2025, 9:00am – Finance Committee Meeting