

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Meeting
October 20, 2025 – 7:00pm
2nd Floor Conference Room
53 Croton Ave., Ossining, NY;
1 Babcock Street 4, Brookline, MA 02446

DRAFT MEETING MINUTES

OPL BOT members physically present: Meghan Huppuch, Amanda Curley, Rachel Murphy, Phil Rice, and Althema Goodson (arrived at 7:08pm)

OPL BOT member attending remotely via Zoom with prior notice: Alice Joselow

OPL BOT member absent with prior notice: Amanda Marsh

Friends of the Ossining Public Library member physically present: Nancy Panagacos

OPL Foundation member physically present: none

OPL Staff members physically present: Karen LaRocca-Fels, Molly Robbins, and Steve Hamilton

Member of the public physically present: Devante Richards

Call to Order

Meghan Huppuch called the meeting to order at 7:01pm

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.

Approval of Prior Meeting Minutes

Motion to Accept the Minutes of the August 18, 2025, Regular Meeting; the September 4, 2025, Work Session Meeting; and the September 15, 2025, Regular Meeting.

On a motion by Amanda Curley, seconded by Rachel Murphy, and passed unanimously 6-0, the above listed meeting minutes were approved and accepted.

Public Comment

Devante Richards offered congratulations on the passage of the library bond and reminded everyone that early voting for this year's elections begins next week.

Director's Report

- Personnel Report

Board discussion focused on Diana Lennon's (Librarian III – Spanish Speaking, Head of Adult Services) recent trip to a book fair in Madrid, Spain and the contacts she made with Spanish language book sellers. The trip was sponsored and paid for by the Spanish Embassy. Also discussed was the OPL staff's recent attendance and participation at an immigration forum held at Maryknoll.

Financial Report

- Operating Budget and Revenue Report

Finance Committee Chair Phil Rice noted that the included operating budget and revenue report will be reviewed by the Finance Committee at their next meeting on Friday 10/24/25.

- Warrants: Motion to Accept the Warrants dated 09/17/25, 09/24/25, 10/01/25, 10/09/25, and 10/15/25.

On a motion by Amanda Curley, seconded by Rachel Murphy, and passed unanimously 6-0, the above listed warrants were accepted.

Committee Reports

President's Report – Meghan Huppuch prepared and sent to Karen LaRocca-Fels an email of gratitude and appreciation to all OPL staff members for the excellent work they did in assisting with and educating patrons on the bond.

- Friends of the Ossining Public Library Update, Nancy Panagacos, President reported: 1) that 10/19-10/25/25 is National Friends of Libraries Week; 2) they have created and disseminated a flier to highlight what the Friends do and how to join; 3) coasters with the Friends' logo were given to volunteers in appreciation for the work they do; 4) the recent meet and greet held by the Friends at the Carnegie desk went well; 5) they are prepping for their next book sale to be held on 12/6-12/7/25 and are collecting books and gently used holiday items on 10/25/25; and 6) they have sponsored three events being held at the library in November.

- Ossining Library Foundation Update, Leslie Allen, Chair was not present and no report was provided.

- Westchester Library System Update, Alice Joselow, Board Trustee, District 2 – did not attend the most recent meeting due to the holidays.

Policy, Bylaws, and Personnel Committee

- First reading of the draft revised bylaws – revision date 09/19/25

Board discussion noted that this revision of the bylaws addresses the duties and responsibilities of the library treasurer position.

Building and Grounds Committee

- Update on Building Project
- General B&G Report

Building and Grounds Committee Chair Phil Rice reported that the Committee met on 09/29/25, with the consultants to plan and finalize the immediate next steps now that the building bond has passed.

- Planning for Temporary Library Space – Board discussion focused on finalizing the retention of a commercial realtor to assist with identifying appropriate alternative library space(s) for when the OPL will be closed to patrons. Molly Robbins reported that OPL Department Heads and staff have provided input regarding what ideal alternate space(s) will encompass. Building and Grounds Chair Phil Rice confirmed that due to the extent of the work required that the library building will not be able to remain open for patrons during most of the time repairs and construction are being made.

Finance Committee

Finance Committee Chair Phil Rice reported that the Request for Proposal (RFP) for the position of Library Treasurer went out on 10/16/25, with an anticipated date to award position in January 2026. Board discussion focused on coordinating with the OUFSD for appropriate resolutions and required agreements for building bond funds.

Outreach and Engagement Committee

Ad Hoc Committee Chair Althema Goodson reported that the committee will meet tomorrow and noted the importance that the committee continue its educational outreach to the community as the building project ramps up and moves forward. Regular updates on the status of the building project will be important.

OPL Board Goals

- Trustee Annual Goals

Meghan Huppuch noted that many of the existing goals are being realized with the passage the bond and the building project moving forward. Board continued education and professional development remain a priority goal and OPL BOT members will attend and present at the upcoming NYLA Conference.

Resolutions

RESOLUTION #35 Approval of the Service Level Agreement with the Westchester Library System (WLS) for 2026

RESOLVED, that the Board of Trustees Approves the Service Level Agreement with the Westchester Library System (WLS) for 2026

On a motion by Althema Goodson, seconded by Amanda Curley and passed unanimously 6-0, RESOLUTION #35 was approved.

RESOLUTION #36 Approval of Personnel Changes

Name	Position	Department	FT/PT	Change	Effective Date
Trapasso, Marie	Principal Library Clerk	Circulation	FT	Resignation	October 4, 2025
Mariani, Christina	Library Clerk	Circulation	PT	New Hire (\$20.47 per hour)	September 29, 2025
Mauri, Vicenta	Library Clerk	Circulation	PT	Promotion (\$21.29 per hour)	September 29, 2025
Eickler, Lisa	Library Clerk	Circulation	PT	Return from unpaid leave	October 14, 2025

RESOLVED, that the Board of Trustees Approves the Above Personnel Changes

On a motion by Althema Goodson, seconded by Amanda Curley and passed unanimously 6-0, RESOLUTION #36 was approved.

Old Business

- OPL Annual Meeting

Board discussion focused on the finalized OPL Annual Meeting date and time – which is Tuesday, 12/09/25, at 7pm and that the keynote speaker will be Nate Hill from NY METRO who will speak on the Library Field Project.

New Business

No new business was discussed.

Public Comment

Devante Richards voiced concern that the US Government shutdown not affect library services.

On a motion by Rachel Murphy, seconded by Althema Goodson and passed unanimously 6-0, the Board of Trustees entered Executive Session at 8:08pm.

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.

On a motion by Rachel Murphy, seconded by Althema Goodson and passed unanimously 6-0, the Board of Trustees exited Executive Session at 8:30pm.

Adjournment

On a motion by Amanda Curley, seconded by Althema Goodson and passed unanimously 6-0, the meeting was adjourned at 8:31pm.