

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Meeting
June 22, 2026 – 7:00pm
Second Floor Conference Room
53 Croton Ave., Ossining, NY

Approved Meeting Minutes

Board Members physically present: Meghan Huppuch, Rachel Murphy, Althema Goodson, and Amanda Marsh

Board Members absent with prior notice: Amanda Curley, Alice Joselow, and Phil Rice

Friends of the OPL Member physically present: Nancy Panagacos

OPL Foundation Member physically present: Lisa Kovitz

OPL Staff Members physically present: Karen LaRocca-Fels, Molly Robbins, Steve Hamilton, and Tricia Sabini (left at 7:17pm)

OPL HS Senior Pages physically present: Katherine Bustamante-Japa, and Myra Jukes (left at 7:17pm)

General Public physically present: Family and friends of the HS Senior Pages (left at 7:17pm) and Devante Richards

Call to Order

Meghan Huppuch called the meeting to order at 7:11pm.

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.

On a motion by Althema Goodson, seconded by Rachel Murphy, and passed unanimously 4-0, the Board voted to move the presentation of the Friends of the Ossining Public Library Scholarship presentations to the start of the meeting. Librarian II Tricia Sabini, who supervises the Pages, spoke briefly about both scholarship recipients Katherine Bustamante-Japa, and Myra Jukes. She noted that both are excellent workers and are a pleasure to work with. Both Pages – Katherine and Myra – spoke briefly about their college plans and that they would be continuing to work at the library in the Fall of 2026, since both are attending school relatively locally. Nancy Panagacos, President of the Friends of the OPL noted that she was happy to provide both Katherine and Myra with their scholarships. The meeting then continued.

Public Comment

Devante Richards noted that the early voting location this Spring had changed from the Rec Center to St. Ann's School.

Director's Report

- Personnel Report

Board discussion noted the excellent variety and amount of Children's and Young Adult programming offered by the OPL.

Financial Report

- Operating Budget and Revenue Report

In Committee Chair Phil Rice's absence, Karen LaRocca-Fels noted that the operating budget and revenue report will be reviewed by the committee at their next meeting on Friday, 06/26.

- Warrants: Motion to Accept the Warrants dated 05/19/26, 05/26/26, 06/03/26, and 06/16/26

On a motion by Rachel Murphy, seconded by Amanda Marsh, and passed unanimously 4-0, the Board voted to accept the above Warrants.

Committee Reports

President's Report

- Friends of the Ossining Public Library Update, Nancy Panagacos, President stated that the Friends were pleased to support the HS Senior Page scholarship this year. She also reported that the Friends volunteers should require just one more day to remove all items they have stored in the library's storage area (the "5000"), and that the next meeting of the Friends is on Wednesday, 07/08.

- Ossining Library Foundation Update, Leslie Allen, Chair – Lisa Kovitz attended the meeting on behalf of the Ossining Library Foundation and stated that the Foundation will look to balance assisting the library with funds to augment the on-going building project and with financial support for programming.

- Westchester Library System Update, Alice Joselow, Board Trustee, District 2 was not present and no report was provided.

Policy, Bylaws, and Personnel Committee

- Employee Handbook
- Programming Policy
- Public Relations Policy
- New Required Policies

Committee Chair Alice Joselow was not present and no update was provided.

Building and Grounds Committee

- Update on Building Project

In Committee Chair Phil Rice's absence, Molly Robbins provided a brief update. There was just one bid received in response to the second request for bids and the bid amount still exceeds our budgeted amount with contingencies by over \$1.5 million. The library's construction manager Calgi Construction believes that the complexity of the job, coupled with the fact that most contractors who do this sort of work are already encumbered doing other building projects are potential causes for the sole bid. The B&G Committee will discuss next steps at their next meeting.

- General B&G Report

RTU-6 is installed on the library's roof and is awaiting final commissioning. The 5000 continues to be emptied by the Friends and by our donating unused items to local not-

for-profits.

- Planning for Temporary Library Space

The library and our commercial realtor Rand are finalizing the lease for the alternate space at 127 Main Street. We are aiming for a July 1st lease date. Move in will not be immediate as minor renovations in the location will have to be made first. The library is also looking at space at Maryknoll and has a site visit later this week. The library has also secured 45 parking spaces at St. Ann's for when the library's lot will be closed for retaining wall repairs, but the building will remain open.

Finance Committee

- Treasurer Update

In Finance Committee Chair Phil Rice's absence, Meghan Huppuch reported that the committee had a promising interview with a potential candidate for the vacant Board treasurer position. The committee will review next steps at their next meeting.

Outreach and Engagement Committee

Ad Hoc Committee Chair Althema Goodson reported that the committee had not met recently and that she would be following up with Karen LaRocca-Fels shortly to get a meeting on the calendar.

OPL Board Goals

- Trustee Annual Goals

Board President Meghan Huppuch reported no updates for this meeting, and that she will work on these for the next meeting

- Strategic Plan

Meghan Huppuch reported that the draft has been disseminated to all Board Members for review and written comments.

Resolutions

RESOLUTION #76 Approval of the Library's Fiscal Year 2024/2025 Annual Report to the Westchester Library System (WLS) for Submission to New York State.

RESOLVED, that the Board approves the Library's Fiscal Year 2024/2025 Annual Report to the Westchester Library System (WLS) for submission to New York State

On a motion by Althema Goodson, seconded by Amanda Marsh, and passed unanimously 4-0, the Board approved resolution #76.

RESOLUTION #77

Approval of Personnel Changes

Employee Name	Civil Service Title	Present Salary	Change Reason	Effective Date
Diego Patiño	Technical Support Specialist (Full-Time)	\$70,254.08 Gross Per Year	Probationary Appointment – New Hire	June 8, 2026
Norma Hinds	Cleaner (Part-Time)		Temporary Leave of Absence	June 30 to August 3, 2026
Celia Magalhaes	Page (Part-Time)		Temporary Leave of Absence	June 12 to August 31, 2026

RESOLVED, that the Board approves the above personnel changes

Board discussion – Karen LaRocca-Fels said that both she and Tech Librarian Allison Robbins are very happy with new employee Diego Patiño's work and that he has hit the ground running.

On a motion by Rachel Murphy, seconded by Amanda Marsh, and passed unanimously 4-0, the Board approved Resolution #77.

RESOLUTION #78 Approval to Accept a Donation from the Standard Plus Foundation in the Amount of \$5,000.00

RESOLVED, that the Board hereby approves the acceptance of the donation from the Standard Plus Foundation in the amount of \$5,000.00

On a motion by Althema Goodson, seconded by Rachel Murphy, and passed unanimously 4-0, the Board approved Resolution #78.

RESOLUTION #79 Approval to Accept a Donation from The Fortnightly Club in the Amount of \$100.00 in Recognition of Scott Craven for His Talk and for the Purposes of Programming

RESOLVED, that the Board hereby approves the acceptance of the donation from The Fortnightly Club in the amount of \$100.00 in recognition of Scott Craven for his talk and for the purposes of programming

On a motion by Althema Goodson, seconded by Rachel Murphy, and passed unanimously 4-0, the Board approved Resolution #79.

RESOLUTION #80 Approval of the Bond, Schoeneck & King Retainer Letter Dated June 10, 2026, for the Provision of Legal Services During the Time-Period of July 1, 2026, through June 30, 2027, at a Special Blended Hourly Rate of Three Hundred and Forty-Five Dollars Per Hour for Partners, Associates, and Senior Counsel Time, Plus Reasonable Expenses Incurred. If Utilized, Law Student, Law Graduate and Paralegal Time Will be Billed at One Hundred Ninety-Five Dollars Per Hour

RESOLVED, that the Board hereby approves the Bond, Schoeneck & King Retainer Letter Dated June 10, 2026, for the Provision of Legal Services During the Time-Period of July 1, 2026, through June 30, 2027, at a Special Blended Hourly Rate of Three Hundred and Forty-Five Dollars Per Hour for Partners, Associates, and Senior Counsel Time, Plus Reasonable Expenses Incurred. If Utilized, Law Student, Law Graduate and Paralegal Time Will be Billed at One Hundred Ninety-Five Dollars Per Hour

On a motion by Rachel Murphy, seconded by Althema Goodson, and passed unanimously 4-0, the Board approved Resolution #80.

RESOLUTION #81 Approval of the CMTA Invoice #802006, Dated May 31, 2026, in the Amount of \$9,250.00

RESOLVED, that the Board approves payment of the CMTA Invoice #802006, dated May 31, 2026, in the amount of \$9,250.00

On a motion by Rachel Murphy, seconded by Althema Goodson, and passed unanimously 4-0, the Board approved Resolution #81.

RESOLUTION #82 Approval of the SGH Invoice #0411237, Dated June 11, 2026, in the Amount of \$14,597.50

RESOLVED, that the Board approves payment of the SGH Invoice #0411237, dated June 11, 2026, in the amount of \$14,597.50

On a motion by Amanda Marsh, seconded by Althema Goodson, and passed unanimously 4-0, the Board approved Resolution #82.

RESOLUTION #83

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
OSSINING PUBLIC LIBRARY
AUTHORIZING THE LEASE AGREEMENT FOR TEMPORARY LIBRARY SPACE**

WHEREAS, 127 MAIN ST REALTY CORP (the “Landlord”) owns in fee certain real property located at 127 Main Street, Ossining, New York 10562 (the “Property”);

WHEREAS, the OSSINING PUBLIC LIBRARY (the “Library”) desires to lease from the Landlord a portion of the Property (the “Leased Premises”) for the Library’s purpose of a temporary library space while the Library’s existing facility is under construction (collectively, the “Purpose”) upon the terms and conditions as substantially set forth in the letter of intent attached hereto and incorporated herein as Exhibit A (the “Letter of Intent”);

WHEREAS, the Board of Trustees (the “Board”) of the Library desires to authorize the Library to enter into a lease agreement with the Landlord for the Leased Premises and for the Purpose upon the terms and conditions as substantially set forth in the Letter of Intent (the “Lease Agreement”); and

NOW, THEREFORE BE IT RESOLVED, that

1. The Board hereby authorizes the Library to enter into the Lease Agreement with the Landlord to lease the Leased Premises for the Purpose upon the terms and conditions as substantially set forth in the Letter of Intent.
2. The Library Director and/or the Assistant Director are each authorized, empowered and directed to execute and deliver the Lease Agreement and take all such action on behalf of the Library as they may be deemed necessary, appropriate or advisable to carry out the intent or purposes of the foregoing resolutions.
3. The execution, delivery and performance by either the Library Director and/or Assistant Director for and on behalf of the Library, of all such further instruments and documents required in connection with the Lease Agreement if any, each in form and substance approved by either the Library Director or Assistant Director, their signature thereon being conclusive evidence of such approval, are hereby in all respects approved, adopted and authorized by and on behalf of the Library.

4. The foregoing resolutions shall remain in full force and effect until a copy of a subsequent resolution revoking or amending them, duly certified by the proper officers of the Board, shall be made by the Board.
5. This resolution shall be effective immediately.

Moved by: Rachel Murphy Seconded by: Amanda Marsh

Aye 4 Nay 0 Absent 3

Dated June 22, 2026

STATE OF NEW YORK)
) ss:
COUNTY OF WESTCHESTER)

I, the Secretary of the Board of Trustees of the Ossining Public Library, located in the Towns of Ossining, New Castle and Yorktown, County of Westchester, New York, DO HEREBY CERTIFY:

That I have compared the annexed copy of the resolution adopted at a regular meeting of the Board of Trustees of the Ossining Public Library held on June 22, 2026, with the original thereof on file at the Library, and that the same is a true and correct copy of the resolution set forth therein and of the whole of said original insofar as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (i) all members of the Board of Trustees of the Library had due notice of said meeting, (ii) said meeting was in all respects duly held and (iii) pursuant to Article 7 of the Public Officers Law (Open Meeting Law), said meeting was open to the general public, and public notice of the time and place of said meeting was duly given in accordance with such Article.

I FURTHER CERTIFY that, as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my signature this 22nd day of June, 2026.

Rachel Murphy

Rachel Murphy
Secretary

(SEAL)

Exhibit A

Letter of Intent

Old Business

- ~~Parking Spaces Lease Removed~~ – already discussed earlier this meeting.

New Business

Friends of the Ossining Public Library Scholarship presentations – Completed at the start of the meeting.

Public Comment

Devante Richards wished all in attendance a happy and safe summer.

On a motion by Althema Goodson, seconded by Rachel Murphy, and passed unanimously 4-0, the Board entered Executive Session at 7:53pm.

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 and to discuss the proposed lease of real property.

On a motion by Althema Goodson, seconded by Amanda Marsh, and passed unanimously 4-0, the Board exited Executive Session at 8:21pm

Adjournment

On a motion by Amanda Marsh, seconded by Rachel Murphy, and passed unanimously 4-0, the meeting was adjourned at 8:22pm.