

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Reorganization and Special Meeting
July 6, 2026 – 7:00pm
2nd Floor Conference Room
53 Croton Avenue, Ossining, NY 10562

Approved Meeting Minutes

Board Members physically present: Amanda Curley, Rachel Murphy, Althema Goodson, Alice Joselow, Amanda Marsh, and Phil Rice

Board Member absent with prior notice: Meghan Huppuch

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

Present for Notarization of Oaths of Office: Jason Standard, Notary Public

Call to Order

Amanda Curley called the meeting to order at 7:02pm.

Amanda Curley 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.

Reorganization Meeting

- 1) Administration of Oath of Office to the newly elected members of the Board of Trustees: Meghan Huppuch, and Philip Rice. (*Public Officer's Law §10; Handbook for Library Trustees, p. 23*)
Jason Standard, Notary Public administered and notarized the Oath of Office for re-elected Trustee Philip Rice. Re-elected Trustee Meghan Huppuch was absent with prior notice and will take her Oath of Office as soon as possible.
- 2) Nomination & Election of Officers – 2026-2027.
Alice Joselow nominated Amanda Curley to be President of the Board. The nomination was seconded by Althema Goodson and was passed unanimously 6-0.
Alice Joselow nominated Rachel Murphy to be Vice President of the Board. The nomination was seconded by Amanda Curley and passed unanimously 6-0.
Althema Goodson nominated Amanda Marsh to be Secretary of the Board. The nomination was seconded by Rachel Murphy and passed unanimously 6-0.
- 3) Administration of Oath of Office to the newly elected 2026-2027 Board Officers. (*Handbook for Library Trustees, p. 23*)
Jason Standard, Notary Public administered and notarized the Oaths of Office for: Amanda Curley, President; Rachel Murphy, Vice President; and Amanda Marsh, Secretary.
- 4) Administration of Oath of Office to Library Director, Karen LaRocca-Fels. (*Handbook for Library Trustees, p. 23*)

Jason Standard, Notary Public administered and notarized the Oath of Office for Karen LaRocca-Fels, Library Director.

- 5) Trustee Code of Ethics and Conflict of Interest Policy Acknowledgement. (*Handbook for Library Trustees, Ethics Statement, P. 105-106*) *Please note: Auditors asked to see these during prior years' audits.

Steve Hamilton collected the signed Trustee Code of Ethics and Conflict of Interest Policy Acknowledgement forms from Trustees: Amanda Curley, Rachel Murphy, Amanda Marsh, Althema Goodson, Alice Joselow, and Philip Rice; and from Karen LaRocca-Fels, Library Director. Meghan Huppuch was absent with prior notice and will have to sign the acknowledgement as soon as possible.

Reorganizational Meeting (resumes)

- 6) Committee Appointments

Following is a list of committees to which Board of Trustees members will be appointed for the 2026-2027 fiscal year. The President will be the ex officio member of all committees.

Committees	Chair		
Finance	Rachel Murphy	Phil Rice	Amanda Curley
Policy & Bylaws/Personnel	Alice Joselow & Amanda Marsh	Althema Goodson	
Building and Grounds	Phil Rice	Amanda Marsh	Althema Goodson
Ad Hoc Committees			
Community Outreach	Continuation of this	Committee is to be	determined at later date

- 7) Adoption of Annual Resolutions

It is recommended that the Board of Trustees adopt the following resolutions necessary for the Board and Administration to conduct business during the 2026-2027 fiscal year.

- a) **Resolution 1: Setting the Regular Meeting Dates of the Board of Trustees**

Resolved that the regular monthly meetings of the Board of Trustees for the 2026-2027 fiscal year be held starting at 7:00 p.m., in accordance with the following schedule:

2026

July	6	Reorganization and Regular Meeting
August	17	Regular Meeting
September	28	Regular Meeting
October	19	Regular Meeting
November	16	Regular Meeting
December	14	Regular Meeting
December	TBD	Annual Meeting and Report to the Community

2027

January	25	Regular Meeting
February	22	Regular Meeting

March	29	Regular Meeting
April	19	Regular Meeting
May	24	Regular Meeting
June	28	Regular Meeting
July	12	Annual Reorganization Meeting and Regular Meeting

On a motion by Rachel Murphy, seconded by Althema Goodson, and passed unanimously 6-0, the Board approved Resolution 1. Board discussion: Work Session and Special Meetings usually scheduled to begin at 6:00pm will now begin at 6:30pm

b) Resolution 2: Designating Depositories

Resolved that the Tompkins Bank and Flagstar Bank be designated as the legal depositories for all monies belonging to the Ossining Public Library, and that amounts not to exceed \$5,000,000 belonging to said library may be deposited in said banks from time to time in the name of the library.

On a motion by Alice Joselow, seconded by Amanda Marsh, and passed unanimously 6-0, the Board approved Resolution 2.

c) Resolution 3: Approval of Check Signers

Resolved, that the following people be approved as the official check signers for the Ossining Public Library: Amanda Curley, President; Rachel Murphy, Vice President; To Be Determined, Treasurer; Karen LaRocca-Fels, Director; Molly W. Robbins, Assistant Director.

On a motion by Rachel Murphy, seconded by Amanda Marsh, and passed unanimously 6-0, the Board approved Resolution 3.

d) Resolution 4: Naming the Official Newspapers of the Library

Resolved that The Journal News and The Gazette be designated as the official newspapers of the Ossining Public Library for the 2026-2027 fiscal year.

On a motion by Althema Goodson, seconded by Rachel Murphy, and passed unanimously 6-0, the Board approved Resolution 4.

e) Resolution 5: Naming the Official Radio and TV Stations of the Library

Resolved that WHUD, WFAS, and News 12 Westchester be designated as the official radio/TV stations of the Ossining Public Library for the 2026-2027 fiscal year.

On a motion by Rachel Murphy, seconded by Amanda Marsh, and passed unanimously 6-0, the Board approved Resolution 5.

f) Resolution 6: Naming the Official Social Media Outlets of the Library

Resolved that Facebook and Instagram be designated as the official social media outlets of the Ossining Public Library for the 2026-2027 fiscal year.

On a motion by Rachel Murphy, seconded by Althema Goodson, and passed unanimously 6-0, the Board approved Resolution 6. Board discussion: possibly adding Threads to the official social media outlets of the library.

g) Resolution 7: Appointing Library Auditor for 2026-2027

Resolved that the Board of Trustees authorizes and directs the President to appoint Baldessari & Coster LLP as our External Auditor for the year ended June 30, 2026.

On a motion by Rachel Murphy, seconded by Alice Joselow, and passed unanimously 6-0, the

Board approved Resolution 7.

h) Resolution 8: Appointing Library Attorney for 2026-2027

Resolved that Bond Schoeneck & King, PLLC be appointed Labor and Employment Counsel and General Counsel for the 2026-2027 fiscal year.

On a motion by Alice Joselow, seconded by Althema Goodson, and passed unanimously 6-0, the Board approved Resolution 8.

i) Resolution 9: Appointing Consultants for the 2026-2027 fiscal year

Resolved that the Board of Trustees hereby authorizes the Director to engage the services of the following consultants for the 2026-2027 fiscal year at fees not to exceed the amounts noted below.

Name of Consultant	Brief Description of Expertise	Descriptive Need of Consultant	Consultation Fee
ESI Employee Assistance Group	Employee Referrals	Employee Assistance Program	*\$3,325 p/year
Public Sector HR Consultants	Human Resources	HR Consultant	\$300 p/month

*present amount. Contract renewal date is 09/01/26, for time-period of 09/01/26-08/31/27.

On a motion by Althema Goodson, seconded by Amanda Marsh, and passed unanimously 6-0, the Board approved Resolution 9.

j) Resolution 10: Regarding the Establishment of Petty Cash Funds

Resolved that Petty Cash Funds be established pursuant to Section 170.4 of the Commissioner's Regulations.

Be it further resolved that the location and custodian of each fund be as follows:

<i>Business Office</i>	<i>\$500</i>	<i>Robert Majernik</i>
<i>Circulation</i>	<i>\$30</i>	<i>Mallory Marinaro</i>

On a motion by Alice Joselow, seconded by Rachel Murphy, and passed unanimously 6-0, the Board approved Resolution 10.

k) Resolution 11: to Establish the Annual Library Budget Vote and Trustee Election

Resolved that the Annual Library Budget Vote and Trustee Election of the taxpayers of the Ossining Union Free School District be established for Tuesday, May 18, 2027, between the hours of 7:00 a.m. and 9:00 p.m. in the Ossining High School Gymnasium, 29 South Highland Avenue, Ossining, NY.

On a motion by Alice Joselow, seconded by Amanda Marsh, and passed unanimously 6-0, the Board approved Resolution 11.

l) Resolution 12: to Establish the dates of various 2027-2028 Budget Vote and Trustee Election Activities

Resolved that the following dates be established for the 2027-2028 Fiscal Year Budget and Trustee Election activities (per Bylaws):

March 29, 2027	Presentation of the 2027-2028 Preliminary Budget to Board of Trustees
March 29, 2027	Trustee vacancies announced to the public
April 19, 2027	2027-2028 Proposed Budget adopted by the Board of Trustees
April 19, 2027	Trustee candidates' petition due in District Clerk's Office
May 3, 2027 (tentative)	Candidates' forum
May 18, 2027	2027-2028 Budget Vote and Trustee Election

On a motion by Alice Joselow, seconded by Althema Goodson, and passed unanimously 6-0, the Board approved Resolution 12.

m) **Resolution 13: to Establish the dates of the 2026-2027 Holiday Closures**

Resolved that the following dates be established as the 2026-2027 Holiday Closures:

Independence Day, July 4, 2026	Martin Luther King Jr. Day, January 18, 2027
Labor Day, September 7, 2026	Presidents' Day, February 15, 2027
Indigenous People's/Columbus Day, October 12, 2026	Memorial Day, May 31, 2027
Thanksgiving Day, November 26, 2026*	Juneteenth, June 19, 2027
Christmas Day, December 25, 2026**	Independence Day, July 4, 2027
New Year's Day, January 1, 2027***	

*	Wednesday, November 25, 2026: Library will be open 9am-1pm
**	Thursday, December 24, 2026: Library will be open 9am-1pm
***	Thursday, December 31, 2026: Library will be open 9am-1pm
	Easter Sunday – March 28, 2027: <i>Library will be closed</i>

On a motion by Phil Rice, seconded by Amanda Marsh, and passed unanimously 6-0, the Board approved Resolution 13.

On a motion by Rachel Murphy, seconded by Alice Joselow, and passed unanimously 6-0, the Reorganization Meeting was adjourned at 7:46pm.