BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Regular Meeting
August 17, 2026 – 7:00pm
Second Floor Conference Room
53 Croton Ave., Ossining, NY

DRAFT MEETING MINUTES

OPL BOT members physically present: Amanda Curley, Rachel Murphy, Amanda Marsh, Alice Joselow, Meghan Huppuch, and Phil Rice
OPL BOT member absent with prior notice: Althema Goodson
Friends of the OPL member physically present: Nancy Panagacos
Foundation member physically present: Leslie Allen
OPL staff members physically present: Karen LaRocca, Molly Robbins, Mallory Marinaro, and Steve Hamilton
OPL BOT Treasurer appointee physically present: Betsy Tomic
Member of the general public physically present: Devante Richards

Call to Order
Amanda Curley called the meeting to order at 7:00pm.

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.

Approval of Prior Meeting Minutes
Motion to Accept the Minutes of the July 13, 2026, Regular Meeting, and the July 24, 2026, Special Meeting.
On a motion by Amanda Marsh, seconded by Rachel Murphy, and passed unanimously 6-0, the Board accepted the Minutes of the July 13, 2026, Regular Meeting, and the July 24, 2026, Special Meeting.

Public Comment
Devante Richards expressed his hope that all in attendance have had a good summer, to date, and that he is looking forward to the start of the new school year.

Director's Report
- Personnel Report

Board discussion – it is exciting to see that five library staff members are scheduled to attend and represent the library at the upcoming New York Library Association (NYLA) annual conference in Saratoga Springs, NY. The wide variety of interesting programs offered this summer is reflected in strong attendance numbers across all departments' program stats. The "thank you" letters received from both the Sing Sing Correctional Facility and Open Door Foundation, respectively, for donations they received of library materials and furniture that otherwise would have been discarded is extremely gratifying and all involved should be proud of this accomplishment.

Financial Report

- Operating Budget and Revenue Report

The fiscal year-end report is still being completed, so no discussion was held.

- Warrants: Motion to Accept the Warrants dated 07/22/26, 07/28/26, and 08/05/26

On a motion by Rachel Murphy, seconded by Alice Joselow, and passed unanimously 6-0, the Board accepted the Warrants dated 07/22/26, 07/28/26, and 08/05/26.

Committee Reports

President's Report

- Friends of the Ossining Public Library Update, Nancy Panagacos, President

reported that the Friends have wrapped up removing all items they had stored in the "5000"; and that their next Executive Meeting will be held on September 23, 2026, and she will have more information afterwards.

- Ossining Library Foundation Update, Leslie Allen, Chair reported that the Foundation is focusing on fundraising and that she and Karen LaRocca are scheduled to meet tomorrow.
- Westchester Library System Update, Alice Joselow, Board Trustee, District 2 – no report was provided.

Policy, Bylaws, and Personnel Committee

Committee Co-Chairs Alice Joselow and Amanda Marsh reported that they have created a consolidated policy tracking sheet for all existing library policies, with the goal to have all necessary information regarding policy overlap and implementation dates in one location.

- Programming Policy

First reading of the draft new Programming Policy and related forms.

Building and Grounds Committee

- Update on Building Project

Committee Chair Phil Rice and Molly Robbins noted that five construction companies attended the Phase I project information session held on August 11th. Sealed bids for Phase I of the project are due August 25th.

- General B&G Report

Molly Robbins reported that RTU-6 is up and running and relevant building staff have received basic training on the unit's operation. Molly Robbins reported that the library has not yet received the required waivers from the adjacent property owners and the matter is now in the hands of the library counsel for court filing.

- Planning for Temporary Library Space

The lease has been signed for 127 Main Street and a Resolution authorizing payment for the required renovations to the location is on tonight's agenda. Library staff will be touring the Maryknoll property again shortly to assess additional space options

Finance Committee

Committee Chair Rachel Murphy introduced Betsy Tomic. Resolutions to accept Betsy Tomic's contract proposal and to appoint her to the position of Treasurer are on tonight's agenda.

- Treasurer Update – Appointment of Betsy Tomic to the position of Treasurer

Outreach and Engagement

Committee Chair Althema Goodson was not present and no report was provided.

OPL Board Goals

- Trustee Annual Goals
- Strategic Plan

Meghan Huppuch reported that the 2026-2027 Annual Goals and Strategic Plan will be informed by and built upon what worked well with the 2025-2026 Goals and Plan. Professional Development, outreach, and Board Governance will be the priorities.

Resolutions

***RESOLUTION #16* Approval of the Westchester Library System (WLS) Plan of Service Last Updated on June 12, 2026**

RESOLVED, that the Board hereby approves the Westchester Library System (WLS) Plan of Service last updated on June 12, 2026

On a motion by Rachel Murphy, seconded by Meghan Huppuch, and passed unanimously 6-0, the Board approved RESOLUTION #16

***RESOLUTION #17* Approval of the Westchester Library System (WLS) IT Invoice #AR00000876, Dated July 1, 2026, in the Amount of $32,129.74**

RESOLVED, that the Board hereby approves the Westchester Library System (WLS) IT invoice #AR00000876, dated July 1, 2026, in the amount of $32,129.74

On a motion by Rachel Murphy, seconded by Amanda Marsh, and passed unanimously 6-0, the Board approved RESOLUTION #17

***RESOLUTION #18* Approval to Accept the New York Presbyterian Hudson Valley Hospital Center Grant in the Amount of $2,000.00**

RESOLVED, that the Board hereby approves with gratitude the acceptance of the New York Presbyterian Hudson Valley Hospital Center grant in the amount of $2,000.00

On a motion by Alice Joselow, seconded by Amanda Marsh, and passed unanimously 6-0, the Board approved RESOLUTION #18

***RESOLUTION #19* Approval of Betsy Tomic's Contract for the Position of Treasurer**

RESOLVED, that the Board hereby approves Betsy Tomic's contract for the position of Treasurer

On a motion by Alice Joselow, seconded by Meghan Huppuch, and passed unanimously 6-0, the Board approved RESOLUTION #19

RESOLUTION #20 ***Approval to Appoint Betsy Tomic to the Position of Treasurer effective immediately***
RESOLVED, that the Board hereby approves the appointment of Betsy Tomic to the position of Treasurer effective immediately
On a motion by Rachel Murphy, seconded by Meghan Huppuch, and passed unanimously 6-0, the Board approved RESOLUTION #20

Board President Amanda Curley, having been previously sworn in to the position of President of the Board of Trustees on July 6, 2026, administered the Oath of Office to Betsy Tomic to the position of Treasurer of the Ossining Public Library

RESOLUTION #21 ***Approval of the 127 Main Street Realty Corp. Renovation Proposal Dated August 8, 2026, in the Estimated Amount of $18,330.00 for Their Completion of the Building Code Required Structural Upgrades to the Library's Alternate Leased Location at 127 Main Street, Said Upgrades Being Required Before the Library Can Open the Premises to the Public***
RESOLVED, that the Board hereby approves the 127 Main Street Realty Corp. Renovation Proposal dated August 8, 2026, in the estimated amount of $18,330.00 for their completion of the building code required structural upgrades to the Library's alternate leased location at 127 Main Street, said upgrades being required before the Library can open the premises to the public
Board discussion – Calgi Construction, the library's building project manager, reviewed this proposal and deemed the cost estimate reasonable.
On a motion by Amanda Marsh, seconded by Alice Joselow, and passed unanimously 6-0, the Board approved RESOLUTION #21

RESOLUTION #22 ***Approval to Pay Lothrop Invoice #2602-02-5, Dated June 30, 2026, in the Amount of $100,330.33***
RESOLVED, that the Board hereby approves the payment of Lothrop invoice #2602-02-5, dated June 30, 2026, in the amount of $100,330.33
Board discussion – Calgi Construction, the library's building project manager, reviewed this proposal and deemed the invoice reasonable. On a motion by Rachel Murphy, seconded by Alice Joselow, and passed unanimously 6-0, the Board approved RESOLUTION #22

RESOLUTION #23 ***Approval to Pay CMTA Invoice #802278, Dated July 31, 2026, in the Amount of $1,850.00***
RESOLVED, that the Board hereby approves the payment of CMTA invoice #802278, dated July 31, 2026, in the amount of $1,850.00
Board discussion – Calgi Construction, the library's building project manager, reviewed this proposal and deemed the invoice reasonable. On a motion by Phil Rice, seconded by Meghan Huppuch, and passed unanimously 6-0, the Board approved RESOLUTION #23

***RESOLUTION #24* Approval of the Ossining Public Library's Public Library Construction Grant Application for Main Floor Accessibility, Safety, and Service Improvements for the 2027 Grant Cycle**

RESOLVED, that the Board hereby approves the Ossining Public Library's Public Library Construction Grant Application for main floor accessibility, safety, and service improvement for the 2027 Grant Cycle

Board discussion – this application is for grant money, that if awarded, will be applied to first floor renovations.

On a motion by Meghan Huppuch, seconded by Alice Joselow, and passed unanimously 6-0, the Board approved RESOLUTION # 24

Old Business

There being no Old Business on the agenda, no discussion was held.

New Business

- First Reading of the proposed new Programming Policy

Board discussion: copies of the proposed new Programming Policy and related documents were included in tonight's meeting packet. Before inclusion on tonight's agenda, the proposed policy and related documents were reviewed and approved by both the Policy/Personnel/Bylaws Committee and the library's Leadership Team (in consultation with library staff)

- Sing Sing Correctional Facility Donation – addressed in the Director's Report
- Open Door Care Network Foundation Donation- addressed in the Director's Report

Public Comment

Devante Richards wished all in attendance a great rest of summer.

The Board 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 and to discuss the proposed lease of real property.

Adjournment

On a motion by Phil Rice, seconded by Meghan Huppuch, and passed unanimously 6-0, the meeting adjourned at 7:59pm.

Scheduled Upcoming Events and Meetings

~~August 28, 2026, Friday – Finance Committee Meeting @ 10:00am~~ **This meeting had been previously scheduled for Friday, August 21, 2026, @ 10:00am**

September 2, 2026, Wednesday – Buildings & Grounds Committee Meeting @ 10:30am

~~September 3, 2026, Thursday – Work Session Meeting @ 6:30pm~~ **Board discussion noted no pressing business, so this meeting is cancelled**

September 24, 2026, Thursday – Policy & Personnel Committee Meeting @ 11:00am

September 25, 2026, Friday - Finance Committee Meeting @ 10:00am
September 28, 2026, Monday – Regular Monthly Meeting @ 7:00pm