

**ALBERT WISNER PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**(In person with masks and socially distanced)**  
**January 18, 2022 at 7:00 PM**

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Minutes

**PRESENT:** Board Members: Wayne Rossi, Regina Wittosch, Margaret Bogdanski, Nora Aman-Gurvich, Colleen Larsen, Mark Damia and Mary Berrigan.

**Director:** Rosemary Cooper

**Library Staff:** Melissa Laico

**Recording Secretary:** Siobhan O’Riordan

**Members of the Public:** Jody DeGroat

**Absent:** TAB

**I. Meeting called to order by Wayne Rossi at 7:00 pm**

**II. Pledge of Allegiance**

**III. Review/Revise Agenda**

**IV. Fiscal Reports:**

A. FY 2020 – 2021 Balance Sheets: Reviewed by the Board.

B. FY 2020 – 2021 P&L: Reviewed by the Board.

C. Motion to Approve Budget Amendments: None.

D. Motion to Approve Warrant #652

Margaret Bogdanski made a motion to approve Warrant #652; Nora Aman-Gurvich seconded the motion.

The Board voted as follows: Wayne Rossi – Yes; Margaret Bogdanski – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Mark Damia – Yes; Nora Aman-Gurvich - Yes.

The motion was approved.

E. Motion to approve Library expenses to be reimbursed by the Library Foundation: None.

F. Motion to approve additional debit card vendors as needed: None.

**V. Motion to approve Minutes of December 21, 2021 Board Meeting:**

Colleen Larsen made a motion to approve the minutes of the 12/21/21 Board Meeting; Mary Berrigan seconded the motion.

The Board voted as follows: Wayne Rossi – Yes; Margaret Bogdanski – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Mark Damia – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

**VI. New Business:**

- A. A patron request for reconsideration of library material (Roe. Vs. Wade DVD) was discussed.
- B. The revised Meeting Room Policy was made available for review; it will be finalized at a later date.
- C. 2022 Library Levy and Trustee Vote:
  - Motion to approve Proposed FY 2022-2023 Library Budget with levy amount of \$1,656,990 (2% increase.) Regina Wittosch made a motion to approve; Mark Damia seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Margaret Bogdanski – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Mark Damia – Yes; Nora Aman-Gurvich - Yes. The motion was approved.
  - Motion to publish legal notice of the vote as required by law starting the week of February 13, 2022. Mark Damia made a motion to approve; Margaret Bogdanski seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Margaret Bogdanski – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Mark Damia – Yes; Nora Aman-Gurvich - Yes. The motion was approved.
  - Motion to approve which newspapers will publish the legal notice of the vote. Regina Wittosch made a motion to approve the publication of the 2022 Library Levy and Trustee Vote legal notice in The Warwick Advertiser (Warwick) and The Chronicle (Chester/Sugar Loaf); Colleen Larsen seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Margaret Bogdanski – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Mark Damia – Yes; Nora Aman-Gurvich - Yes. The motion was approved.
  - The Library does not have a newspaper of record; a request for the removal of the Library's name from the masthead of The Dispatch will be sent to the editor.

**VII. Old Business: AWPL Staged Reopening Plan for COVID-19 Pandemic.**

Situation remains fluid; NYSDOH now requires that a person who tests positive for COVID-19 or experiences symptoms of COVID-19 isolate for five days after symptom onset or, if asymptomatic, after receiving a positive test. Isolation should continue until symptoms begin improving and the individual has been without a fever for at least twenty-four hours.

**VIII. Board Committee Reports**

A. **Executive** – Wayne Rossi. None

B. **Building and Grounds** – Regina Wittosch/Rosemary Cooper

The Pergola Project is progressing; awaiting final architectural renderings for Board approval.

C. **Community Relations** – None.

D. **Financial** – Regina Wittosch

Motion to approve FY 2021-2022 Audit Report (Nugent & Haeussler):

Regina Wittosch made a motion to approve the Audit Report; Margaret Bogdanski seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Margaret Bogdanski – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Mark Damia – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

E. **Personnel** – Rosemary Cooper

➤ **Motion to approve January 2022 Personnel Report after review in Executive Session**

Colleen Larsen made a motion to approve; Mark Damia seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Margaret Bogdanski – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Mark Damia – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

➤ **Motion to appoint Melissa Laico as Library Director II after a training period of two to three months.**

Mary Berrigan made a motion to accept the appointment; Colleen Larsen seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Margaret Bogdanski – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Mark Damia – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

**IX. FOL: None.**

**X. TAB Report: None.**

**XI. Director’s Report** – Distributed to Board.

**XII. Public Comment** – None.

**XIII. Executive Session:** Personnel Matters.

Mary Berrigan made a motion to go into Executive Session; Colleen Larsen seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Margaret Bogdanski – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Mark Damia – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

**XV. Adjournment:**

**A motion to adjourn** the meeting was made by Nora Aman-Gurvich; Margaret Bogdanski seconded the motion.

The Board voted as follows: Wayne Rossi – Yes; Margaret Bogdanski – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Mark Damia – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

The meeting adjourned at 8:03pm.

**Motions:**

1. To Approve Warrant #652.
2. To approve minutes of December 21, 2021 Board Meeting.
3. To approve proposed FY 2022/2023 Library Budget.
4. To approve the publication of the legal notice of upcoming vote beginning February 13, 2022.
5. To approve the publication of the 2022 Library Vote in The Warwick Advertiser and The Chronicle.
6. To approve the 2021-2022 Audit Report from Nugent & Haeussler.
7. To approve the January 2022 Personnel Report.
8. To approve the appointment of Melissa Laico as Library Director II.
9. To go into Executive Session.
10. To adjourn.

**XIV. Date & Time for Next Meeting:**

Regular Board Meeting, Tuesday, February 15, 2022 at 7pm at the library.

Recorded by Siobhan O’Riordan January 18 and submitted on January 19, 2022.