

ALBERT WISNER PUBLIC LIBRARY
Board of Trustees Meeting
(In-person at the Library)
July 23, 2024 @ 7:00 PM

Minutes

PRESENT: Board Members Mark Damia, Colleen Larsen, Regina Wittosch, Nora Aman-Gurvich, Barbara Johansen, and Mary Berrigan.

Director: Lisa Laico

Recording Secretary: Siobhan O’Riordan

Members of the Public: None.

Absent: Wayne Rossi and TAB

I. Meeting called to order by Mark Damia at 7:00pm

II. Pledge of Allegiance.

III. Review/Revise Agenda: None

IV. Public Comment: None.

V. Fiscal Reports:

A. FY 2023 – 2024 Balance Sheets: Reviewed by the Board.

B. FY 2023 – 2024 P&L: Reviewed by the Board.

C. Budget Amendments:

Regina Wittosch recommended that the Board consider a motion to approve the following budget amendments; Nora Aman-Gurvich seconded the recommendation.

- a. *Increase acct #5000 Professional Salaries by \$29,456.56 to \$330,573.49 and decrease acct #5010 Non-Professional Salaries by \$29,456.56 to \$531,426.51.*
- b. *Increase acct #5025 Programming by \$113.09 to \$50,113.09 and decrease acct #5040 Library Materials by \$113.09 to \$98,536.91.*
- c. *Increase acct #5240 Other Maintenance by \$13,279.12 to \$118,771.08 and decrease acct #5310 Medical/Dental/Vision/EAP by \$13,279.12 to \$133,720.88.*
- d. *Increase acct #5130-02 Tax Levy Vote by \$556.02 to \$4,291.42 and decrease acct #5230 Commercial Insurance by \$556.02.*
- e. *Increase acct #5130 Publicity by \$764.15 to \$17,093.18 and decrease acct #5230 Commercial Insurance by \$764.15 to \$21,179.83.*

Motion to approve the recommended budget amendments:

Mary Berrigan made a motion to approve the recommended budget amendments; Nora Aman-Gurvich seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-

Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch– Yes; Barbara Johansen - Yes. The motion was approved.

- D. Finance Committee member Regina Wittosch recommended that the Board consider a motion to approve Warrant #682 (General Fund); Colleen Larsen seconded the recommendation.

Motion to Approve Warrant #682 (General Fund):

Nora Aman-Gurvich made a motion to approve Warrant #682 (General Fund); Colleen Larsen seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch– Yes; Barbara Johansen - Yes. The motion was approved.

Finance Committee member Regina Wittosch recommended that the Board consider a motion to approve Warrant #22 (Capital Fund); Nora Aman-Gurvich seconded the recommendation.

Motion to Approve Warrant #22 (Capital Fund):

Colleen Larsen made a motion to approve Warrant #22 (Capital Fund); Barbara Johansen seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch– Yes; Barbara Johansen - Yes. The motion was approved.

- E. **Library Expenses to be Reimbursed by the Library Foundation:** None.

- F. **Minutes of 6/25/24 Regular Monthly Meeting:**

Mary Berrigan recommended that the Board consider a motion to approve the minutes of the 6/25/24 regular monthly meeting; Regina Wittosch seconded the recommendation.

Motion to approve minutes of the June 25, 2024 Regular Monthly Meeting

Regina Wittosch made a motion to approve the minutes of the 6/25/24 meeting; Colleen Larsen seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch– Yes; Barbara Johansen - Yes. The motion was approved.

VI. **New Business**

Resolution for NYS Construction Aid and RCLS Assurance:

Nora Aman-Gurvich of the Finance Committee recommends that the Board consider a motion to pass a resolution to approve the application to NYS for construction aid for the DIRTT rooms, as stated below; Regina Wittosch seconded the recommendation:

The application and accompanying documents for public library construction aid to be administered in accordance with the requirements of Education Law 273-a (as amended by Chapter 148 of the laws of 2014) and Commissioner's Regulations 90.12 was read and duly adopted, and the conditions outlined in the RCLS Assurance Letter have been accepted by the Board of Trustees of Albert Wisner Public Library.

Colleen Larsen made a motion to pass the resolution to approve the application to NYS for construction aid for the DIRTT rooms; Barbara Johansen seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch– Yes; Barbara Johansen - Yes. The motion was approved.

VII. **Old Business:** None.

VIII. **Board Committee Reports:** Reviewed.

- A. **Executive Committee:** Mark Damia.
- B. **Building & Grounds** – Regina Wittosch.
- C. **Community Relations** – Nora Aman-Gurvich
- D. **Financial** - Regina Wittosch
- E. **Personnel Committee** – Colleen Larsen. Review of Personnel Report in Executive Session.

IX. **FOL** - Colleen Larsen.

- FOL fundraiser – tickets are on sale for a performance at Shadowlands Stage in Ellenville.
- The Friends will resume meeting in the fall.

X. **Director's Report:** Reviewed.

XI. Personnel Committee member Colleen Larsen recommended that the Board consider a motion to go into Executive Session to discuss the Personnel Report; Regina Wittosch seconded the recommendation.

Motion to move into Executive Session:

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

XII. Executive Session:

- A. Review of Personnel Report.

Upon reconvening to regular meeting:

- B. Colleen Larsen recommended that the Board consider a motion to approve the July 2024 personnel report; Mary Berrigan seconded the recommendation.

Motion to approve the July 2024 Personnel Report

Colleen Larsen of the Personnel Committee made a motion to approve the July 2024 personnel report; Mary Berrigan seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch– Yes; Barbara Johansen - Yes. The motion was approved.

XIII. Adjournment:

A motion to adjourn the meeting at 8:20 p.m. was made by Nora Aman-Gurvich; Barbara Johansen seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch– Yes; Barbara Johansen - Yes. The motion was approved.

Motions:

1. To approve recommended budget amendments.
2. To approve Warrant #682(General Fund).
3. To approve Warrant #22 (Capital Fund).
4. To approve minutes of the 6/25/24 Regular Monthly Meeting.
5. To pass resolution to approve application to NYS for construction aid for the DIRTT rooms.
6. To move into Executive Session.
7. To approve July 2024 Personnel Report.
8. To adjourn.

XV. Date & Time for Upcoming Meetings:

- **Regular monthly meeting:** Tuesday, August 27, 2024, 7:00pm at the Library (Board Room)

Recorded by Siobhan O’Riordan July 23, 2024, and submitted July 25, 2024.