

**ALBERT WISNER PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**(In person with masks and socially distanced)**  
**February 15, 2022 at 7:00 PM**

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**Minutes**

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

**Director:** Rosemary Cooper

**Library Staff:** Melissa Laico

**Recording Secretary:** Siobhan O’Riordan

**Members of the Public:** Barbara Johansen, Diane Tomko, and Chris Olert

**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 #653

Regina Wittosch made a motion to approve Warrant #653; Nora Aman-Gurvich seconded the motion.

The Board voted as follows: Wayne Rossi – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – 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 January 18, 2022 Board Meeting:**

Regina Wittosch made a motion to approve the minutes of the 1/18/22 Board Meeting; Mary Berrigan seconded the motion.

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

**VI. New Business:**

**A. 2022 Library Levy and Trustee Vote:**

- Motion to appoint Nora Aman-Gurvich and Regina Wittosch Chairs of the April 5, 2022 Library Election. Colleen Larsen made a motion to approve; Mary Berrigan seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Nora Aman-Gurvich - Yes. The motion was approved.
- Motion to appoint Lisa Laico and Jennifer Bengel Clerks of the April 5, 2022 Library Election. Nora Aman-Gurvich made a motion to approve; Regina Wittosch seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Nora Aman-Gurvich - Yes. The motion was approved.
- Motion to appoint Machine Operators and Election Inspectors as follows: Janet Folino, Chief (\$16.25/hour); Mary Singer, Mark Mante, Jill Mante, Inspectors (\$14.75/hour); John Batz, Beth Doty, Machine Operators (\$16.25/hour) and John Batz, Machine Tech (\$300/day.) Regina Wittosch made a motion to approve the appointments; Mary Berrigan seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

- B. 2021 NYS Annual Report for Public Libraries – Update.** Rosemary Cooper, Lisa Laico and Joy Palazzola completed and submitted the report to RCLS for review by Stephen Hoeffler.

**VII. Old Business: AWPL Staged Reopening Plan for COVID-19 Pandemic (Mask ruling update)**

- A. Policy remains unchanged; will re-evaluate the situation at next meeting.
- B. **Motion to Approve Revised Meeting Room Policy effective April 1, 2022.** Regina Wittosch made a motion to approve revised policy; Mary Berrigan seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

**VIII. Board Committee Reports**

A. **Executive** – Wayne Rossi. There is one (1) Trustee position on the April 5, 2022 ballot.

B. **Building and Grounds** – Regina Wittosch.

➤ **Motion to authorize the Building Committee to move the Pergola Project forward.** Regina Wittosch made a motion to approve; Nora Aman-Guvich seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

➤ The Building Committee will meet with the architect Paul Mays to discuss progression of Pergola Project.

➤ **Motion to approve the furnishing and installation of (2) two replacement Variable Frequency Drives (VFDs) by Encon Services.** Regina Wittosch made a motion to approve; Nora Aman-Guvich seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

C. **Community Relations** – Nora Aman-Gurvich. None.

D. **Financial** – Regina Wittosch. None

E. **Personnel** – Colleen Larsen

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

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

IX. **FOL: Colleen Larsen.** The Friends will send out their annual membership flyer; they will also make reminder calls for the upcoming Tax Levy and Trustee Election on April 5.

X. **TAB Report: None.**

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

XII. **Public Comment** – Chris Olert suggested that the Library look into solar options for providing electricity to the building. Diane Tomko and Barbara Johansen are both interested in running for Trustee and were present to see how meetings were run.

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

Collen Larsen made a motion to go into Executive Session; 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; Nora Aman-Gurvich - Yes. The motion was approved.

**XV. Adjournment:**

**A motion to adjourn** the meeting was made by Regina Wittosch; Colleen Larsen seconded the motion. The Board voted as follows: Wayne Rossi – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Colleen Larsen – Yes; Nora Aman-Gurvich - Yes. The motion was approved.

The meeting adjourned at 7:56 pm.

**Motions:**

1. To approve Warrant #653.
2. To approve minutes of January 18, 2022 Board Meeting.
3. To appoint the Chairs of the 2022 Tax Levy and Trustee Election.
4. To appoint the Clerks of the 2022 Tax Levy and Trustee Election.
5. To appoint the Machine Operators of the 2022 Tax Levy and Trustee Election.
6. To approve the revised Meeting Room Policy.
7. To authorize the Building Committee to move the Pergola Project forward.
8. To approve the furnishing and installation of (2) two Variable Frequency Drives by Encon Services.
9. To go into Executive Session.
10. To approve the February 2022 Personnel Report.
11. To adjourn.

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

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

Recorded by Siobhan O’Riordan February 15, 2022 and submitted on February 23, 2022.