

ALBERT WISNER PUBLIC LIBRARY
Board of Trustees Meeting
(In person at the Library)
June 21, 2022 at 7:00 PM

Minutes

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

Director: Lisa Laico

Recording Secretary: Siobhan O’Riordan

Members of the Public: Christine Tyler, Scott Hallowell, Jody DeGroat

Absent: TAB; Wayne Rossi; Mary Berrigan left meeting at 7:50pm.

I. Meeting called to order by Margaret Bogdanski at 7:02 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: Motion to increase 5065 Serials to \$7,590.67 and decrease 5040 Books to \$95,909.33.

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

D. Motion to Approve Warrant #657:

Mark Damia made a motion to approve Warrant #657; Mary Berrigan seconded the motion. The Board voted as follows: Margaret Bogdanski – Yes; Regina Wittosch – Yes; Colleen Larsen – Yes; Nora Aman-Gurvich – Yes; Mary Berrigan – Yes; Mark Damia - Yes. The motion was approved.

E. Motion to Approve Signing Checks Following Approval of Warrant:

Regina Wittosch made a motion; Colleen Larsen seconded the motion. The Board voted as follows The Board voted as follows: Margaret Bogdanski – Yes; Regina Wittosch – Yes; Colleen

Larsen – Yes; Nora Aman-Gurvich – Yes; Mary Berrigan – Yes; Mark Damia - Yes. The motion was approved.

F. Motion to approve Library expenses to be reimbursed by the Library Foundation – None.

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

V. Motion to approve Minutes of May 17, 2022 Regular Board Meeting:

Nora Aman-Gurvich made a motion to approve the minutes; Colleen Larsen seconded the motion.

The Board voted as follows: Margaret Bogdanski – Yes; Regina Wittosch – Yes; Colleen Larsen – Yes;

Nora Aman-Gurvich – Yes; Mary Berrigan – Yes; Mark Damia - Yes. The motion was approved.

VI. New Business:

A. Motion to approve updated internet use policy:

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

B. Motion to approve new security camera policy:

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

C. Motion to approve Aetna Dental Policy Renewal (7/15/22 - 7/14/23) @ 4% increase:

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

D. Motion to approve updated Library hours of operation:

Colleen Larsen made a motion to approve updated hours to open at 9am all weekdays and to close at 7pm on Mondays, effective 7/5/22; Mary Berrigan seconded the motion.

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

E. Motion to approve Strategic Plan Proposal from Library Development Solutions:

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

VII. **Old Business:**

- A. Patio Shade Project: Daubert’s Landscaping will submit a proposal for the landscaping and installation of steps/railings as proposed by the landscape architect (Karen Arent.) One more proposal needs to be submitted; Evergreen Landscaping was recommended. Architect Paul Mays will use the landscape plan specifications from Karen Arent to run a light study confirming that the tree placement will provide the required shade needed on the patio.

VIII. **Board Committee Reports**

- A. **Executive** – None.
- B. **Building and Grounds** – Daubert’s Landscaping will remove dead bushes in front of library along walkway.
- C. **Community Relations** – Nora Aman-Gurvich. None.
- D. **Financial** – Regina Wittosch has been discussing bond purchasing options with James Cha.
- E. **Personnel** –
- Motion to approve June 2022 Personnel Report after review in Executive Session tabled until the July 19 Board Meeting.***

- IX. **FOL: Colleen Larsen.** The Friends will host their annual Book Sale on July 30. They will also participate in The Great Give Back (a day of opportunities for the patrons of the public libraries of New York State to participate in meaningful, service-oriented experiences) by hosting a Halloween costume swap and themed book sale at the end of September.

- X. **TAB Report: None.**

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

- XII. **Public Comment** – Christine Tyler and Scott Hallowell expressed their gratitude for all the assistance that Library staff has given them.

XIII. Executive Session: Personnel Matters.

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

XV. Adjournment:

A motion to adjourn the meeting was made by Mark Damia; Nora Aman-Gurvich seconded the motion.
The Board voted as follows: Margaret Bogdanski – Yes; Regina Wittosch – Yes; Colleen Larsen –
Yes; Nora Aman-Gurvich – Yes; Mark Damia - Yes. The motion was approved.

Motions:

1. To approve 5065 Serials to \$7,590.67 and decrease 5040 Books to \$95,909.33.
2. To approve Warrant #657.
3. To approve the signing of checks following the approval of the warrant.
4. To approve minutes of May 17, 2022 Board Meeting.
5. To approve updated internet use policy.
6. To approve new security camera policy.
7. To approve Aetna Dental Policy renewal with 4% increase.
8. To approve updated Library hours of operation.
9. To approve Strategic Plan Proposal from Library Development Solutions.
10. To go into Executive Session.
11. To adjourn.

XIV. Date & Time for Upcoming Meeting(s):

- Annual Board Reorganization Meeting, Tuesday, July 19, 2022 at 7pm at the library.
- Regular Board Meeting, Tuesday, July 19, 2022 at 7pm at the library

Recorded by Siobhan O’Riordan June 21, 2022 and submitted on June 23, 2022.