

ALBERT WISNER PUBLIC LIBRARY

Board of Trustees Meeting

(In-person at the Library)

December 16, 2025 @ 7:00 PM

Minutes

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

Director: Lisa Laico

Recording Secretary: Siobhan O'Riordan

Members of the Public: None.

Absent: Regina Wittosch.

- I. **Meeting called to order by at 7:00 pm**
- II. **Pledge of Allegiance.**
- III. **Review/Revise Agenda** – There was no Capital Fund Warrant.
- IV. **Fiscal Reports:**
 - A. **FY 25/26 Balance Sheets:** Reviewed by the Board.
 - B. **FY 25/26 P&Ls:** Reviewed by the Board.
 - C. **FY 25/26 Budget Transfers & Amendments:** None.
 - D. **Warrant #699 (General Fund):**

Finance Committee member Nora Aman-Gurvich recommended that the Board consider a motion to approve Warrant #699 (General Fund); Barbara Johansen seconded the recommendation.

Motion to Approve Warrant #699 (General Fund):

Nora Aman-Gurvich made a motion to approve Warrant #69 (General Fund); Michael McCann seconded the motion. The Board voted as follows: Mark Damia – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Nora Aman-Gurvich – Yes; Barbara Johansen – Yes; Michael McCann – Yes. The motion was approved.

- E. **Motion to approve new debit card vendor:** None.

- F. Barbara Johansen recommended that the Board consider a motion to approve the minutes of the November 2025 regular monthly meeting; Colleen Larsen seconded the recommendation.

Motion to approve minutes of the November 18, 2025 Regular Monthly Meeting:

Mary Berrigan made a motion to approve the minutes of the 10/28/25 regular monthly meeting; Colleen Larsen seconded the motion. The Board voted as follows: Mark Damia – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Nora Aman-Gurvich – Yes; Barbara Johansen – Yes; Michael McCann – Yes. The motion was approved.

V. **New Business:**

- a. Nora Aman-Gurvich of the Finance Committee recommends that the Board consider a motion to approve renewal of the employee United Healthcare vision insurance plan renewal for 2026-2027, with no premium increase; Barbara Johansen seconded the recommendation.

Motion to Approve Employee Vision Insurance Plan Renewal for 2026-2027:

Nora Aman-Gurvich made a motion to approve the renewal; Barbara Johansen seconded the motion. The Board voted as follows: Mark Damia – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Nora Aman-Gurvich – Yes; Barbara Johansen – Yes; Michael McCann – Yes. The motion was approved.

- b. Colleen Larsen of the Personnel Committee recommends that the Board consider a motion to approve the mornings of Fridays March 6, June 5, September 18 and December 4, 2026, being designated as quarterly staff training ½-days, when the Library will open to the public at 12:00 noon; Michael McCann seconded the motion.

Motion to Approve Library Staff Training Dates for 2026:

Mary Berrigan made a motion to approve to approve Library staff training dates for 2026; Colleen Larsen seconded the motion. The Board voted as follows: Mark Damia – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Nora Aman-Gurvich – Yes; Barbara Johansen – Yes; Michael McCann – Yes. The motion was approved.

- c. Mary Berrigan of the Building Committee recommends that the Board consider a motion for the emergency replacement of geothermal heat pump #11 at a cost of \$18,395.00, as well as the integration of three new heat pumps into the temperature control system at a cost not to exceed \$10,000; Barbara Johansen seconded the recommendation.

Motion to Approve Replacement of Heat Pump #11 and Integration of Heat Pumps in the Temperature Control System.

Barbara Johansen made a motion to approve the replacement; Colleen Larsen seconded the motion. The Board voted as follows: Mark Damia – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Nora Aman-Gurvich – Yes; Barbara Johansen – Yes; Michael McCann – Yes. The motion was approved.

VI. Old Business:

Follow-up discussion on fiscal planning: discussion ongoing.

VII. Board Committee Reports:

- A. **Executive Committee** –Mark Damia. Reviewed.
- B. **Building & Grounds** – Regina Wittosch. None.
- C. **Community Relations** – Nora Aman-Gurvich. Reviewed.
- D. **Financial** - Regina Wittosch. None.
- E. **Personnel Committee** – Colleen Larsen. Reviewed.

VIII. FOL - Colleen Larsen. The Friends hosted a very successful book sale/raffle with more than \$2000 in proceeds.

IX. Director's Report: Reviewed.

X. Executive Session: None. (Lisa Laico advised that it was unnecessary.)

XII. Adjournment:

A motion to adjourn the meeting at 8:45pm was made by Michael McCann; Colleen Larsen seconded the motion. The Board voted as follows: Mark Damia – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Barbara Johansen – Yes; Michael McCann – Yes. The motion was approved.

Motions:

1. To approve Warrant #699 (General Fund.)
2. To approve minutes of November 18, 2025 regular monthly meeting.
3. To approve employee vision insurance plan renewal for 2026-2027.
4. To approve Library staff training dates for 2026.

5. To approve the replacement of HP #11 and integration of three heat pumps into temperature control system.
6. To adjourn.

XIV. Date & Time for Upcoming Meetings:

Regular monthly meeting: Tuesday, January 27, 2026 at 7:00pm @ AWPL

Recorded by Siobhan O'Riordan on December 16, 2025 and submitted on December 18, 2025.

DRAFT