ALBERT WISNER PUBLIC LIBRARY
Board of Trustees Meeting
(In-person at the Library)
July 28, 2026 @ 7:00 PM

Minutes

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

Director: Lisa Laico

Recording Secretary: Siobhan O'Riordan

Members of the Public: None.

Absent: Mark Damia

I. Meeting called to order by at 7:08 pm

II. Pledge of Allegiance.

III. Review/Revise Agenda.

IV. Public Comment – None.

V. 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**:

Regina Wittosch of the Finance Committee recommends that the Board consider a motion to approve the following budget transfer; Colleen Larsen seconded the recommendation:

- Increase account #5200 Fuel & Utilities by $2,802.60 and decrease account #5240 Other Maintenance by $2,802.60.

Motion to approve FY 25/26 Budget Transfer & Amendments:

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

D. **FY 26/27 Budget Amendments**:

Regina Wittosch of the Finance Committee recommends that the Board consider a motion to approve the following budget following amendments to the operating budget of fiscal year 2026/2027; Mary Berrigan seconded the recommendation:

- Increase account 5230 Commercial Insurance by $8,000 to $38,000 and reduce account 5310 Medical/Dental/Vision Insurance by $8,000 to $204,431.
- Increase account 5200 Utilities by $8,000 to $62,000 and further reduce account 5310 Medical/Dental/Vision Insurance by $8,000 to $196,431.
- Increase account 5188 Copier Lease & Supplies by $1,000 to $6,600, and reduce account 5100 Supplies by $1,000 to $13,500.

Motion to approve 26/27 budget amendments:

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

E. Warrant #706 (General Fund):

Finance Committee member Regina Wittosch recommended that the Board consider a motion to approve Warrant #706 (General Fund); Mary Berrigan seconded the recommendation.

Motion to Approve Warrant #706 (General Fund):

Regina Wittosch made a motion to approve Warrant #706 (General Fund); Colleen Larsen seconded the motion. The Board voted as follows: Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes, Michael McCann - Yes. The motion was approved.

F. Warrant #42 (Capital Fund):

Regina Wittosch of the Finance Committee recommended that the Board consider a motion to approve Capital Fund Warrant #42; Michael McCann seconded the recommendation.

<u>Motion to approve Capital Fund Warrant #42</u>:

Mary Berrigan made a motion to approve Capital Fund Warrant #42; Michael McCann seconded the motion. The Board voted as follows: Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes, Michael McCann - Yes. The motion was approved.

G. Approval of new debit/ACH vendors : Ricoh USA, Inc.; County Waste & Recycling

Regina Wittosch of the Finance Committee recommends that the Board consider a motion to approve paying Ricoh USA, Inc. and County Waste & Recycling via ACH; Colleen Larsen seconded the recommendation.

<u>Motion to approve paying Ricoh USA, Inc. and County Waste & Recycling via ACH.</u>

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

H. Minutes of June 23, 2026 Regular Monthly Meeting:

Mary Berrigan recommended that the Board consider a motion to approve the minutes of the June 2026 regular monthly meeting; Colleen Larsen seconded the recommendation.

<u>Motion to approve minutes of the June 2026 Regular Monthly Meeting:</u>

Colleen Larsen made a motion to approve the minutes of 6/23/26 regular monthly meeting; Barbara Johansen seconded the motion. The Board voted as follows: Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes, Michael McCann - Yes. The motion was approved.

VI. **New Business**:

A. **HVAC Heat Pump Replacement Project – Combined Assurance to NYS Division of Library Development (DLD) and Assurance to RCLS:**

Regina Wittosch of the Finance Committee recommends that the Board consider a motion to approve the Library's HVAC heat pump replacement project application to New York State Division of Library Development with the following Assurance; Michael McCann 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.*

Motion to approve the HVAC Heat Pump Replacement Project Assurance.

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

B. **Geothermal heat pump replacement timing**: reviewed.

C. **Nugent & Haeussler (CPA) FY 2025/2026 Audit**.

Regina Wittosch of the Finance Committee recommends that the Board consider a motion to approve Nugent & Haeussler's Letter of Agreement dated July 6, 2026 to audit the Library's financial records for the fiscal year ended June 30, 2026, at a fee not to exceed $15,000; Barbara Johansen seconded the recommendation.

Motion to approve Nugent & Haeussler's Letter of Agreement:

Mary Berrigan made a motion to approve the Letter of Agreement; Colleen Larsen seconded the motion. The Board voted as follows: Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes, Michael McCann - Yes. The motion was approved.

VII. **Old Business**: None.

VIII. Board Committee Reports:

A. **Executive Committee** – Nora Aman-Gurvich. Reviewed.

B. **Building & Grounds** – Barbara Johansen. Reviewed.

C. **Community Relations** – Barbara Johansen. None.

D. **Financial** - Regina Wittosch. None.

E. **Personnel Committee** – None.

IX. **Friends of the Library Liaison** – Colleen Larsen

- The Friends are off for the summer and will resume meeting in September.
- They have received positive feedback on the bookstore refresh.

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

XII. **Personnel Report:**

Colleen Larsen of the Personnel Committee recommended that the Board consider a motion to approve the July 2026 personnel report; Michael McCann seconded the recommendation.

Motion to approve the July 2026 Personnel Report:

Regina Wittosch made a motion to approve the July 2026 Personnel Report; Barbara Johansen seconded it. The Board voted as follows: Nora Aman-Gurvich – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes, Michael McCann - Yes. The motion was approved.

XIII. **Adjournment**:

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

Motions:

1. To approve budget transfers and amendments.
2. To approve Warrant #706 (General Fund.)
3. To approve Warrant #42 (Capital Fund.)
4. To approve new debit/ACH vendors Ricoh USA and County Waste & Recyling.
5. To approve minutes of June 2026 regular monthly meeting.
6. To approve the HVAC heat pump replacement project assurance.
7. To approve Nugent & Haeussler's Letter of Agreement.
8. To approve the July 2026 personnel report.
9. To adjourn.

DATE & TIME FOR UPCOMING MEETINGS:

- Tuesday, August 25, 2026 – 7:00pm @ the Library

Recorded by Siobhan O'Riordan on June 23, 2026 and submitted on June 24, 2026.