ALBERT WISNER PUBLIC LIBRARY

Board of Trustees Meeting
(In-person at the Library)
October 30, 2026 @ 3:00 PM

Minutes

PRESENT: Board Members Nora Aman-Gurvich, Regina Wittosch, Barbara Johansen, Mary Berrigan

Director: Lisa Laico

Recording Secretary: Siobhan O'Riordan

Members of the Public: None.

Absent: Mark Damia, Michael McCann, Colleen Larsen

I. Meeting called to order at 3:00 pm by Nora Aman-Gurvich

II. Pledge of Allegiance.

III. Review/Revise Agenda. Reviewed.

IV. Public Comment – None.

V. Fiscal Reports:

A. FY 2026/2027 Balance Sheets: Reviewed by the Board.

B. FY 2026/2027 P&Ls: Reviewed by the Board.

C. FY 2026/2027 Budget Transfers and/or Amendments: none.

D. Warrant #709 (General Fund):

Finance Committee member Regina Wittosch recommended that the Board consider a motion to approve Warrant #709 (General Fund); Nora Aman-Gurvich seconded the recommendation.

Motion to Approve Warrant #709 (General Fund):

Barbara Johansen made a motion to approve Warrant #709 (General Fund); Regina Wittosch seconded the motion. The Board voted as follows: Nora Aman-Gurvich – Yes; Mary Berrigan – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes. The motion was approved.

Warrant #44 (Capital Fund):

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Finance Committee member Regina Wittosch recommended that the Board consider a motion to approve Warrant #44 (Capital Fund); Mary Berrigan seconded the recommendation.

Motion to Approve Warrant #44 (Capital Fund):

Mary Berrigan made a motion to approve Warrant #44 (Capital Fund); Barbara Johansen seconded the motion. The Board voted as follows: Nora Aman-Gurvich – Yes; Mary Berrigan – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes. The motion was approved.

E. Approval of new debit/ACH vendors: None.

F. Minutes of September 22, 2026 Regular Monthly Meeting

Mary Berrigan recommended that the Board consider a motion to approve the minutes of the 9/22/26 regular monthly meeting; Regina Wittosch seconded the recommendation.

Motion to approve the minutes of September 2026 regular monthly meeting:

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

VI. **New Business**:

A. **Snowplowing Contract for Winter 2026/2027 (December – March)**

Regina Wittosch of the Finance Committee recommended that the Board consider a motion to approve the proposal by Dauberts Lawn Service, Inc. for winter 2026/2027 snowplowing @ $13,030. Barbara Johansen seconded the recommendation.

Motion to approve Snowplowing Contract for Winter 2026/2027:

Barbara Johansen made a motion to approve the proposal; Regina Wittosch seconded the motion. The Board voted as follows: Nora Aman-Gurvich – Yes; Mary Berrigan – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes. The motion carried.

B. **Anthem Employee Health Insurance Plan Renewal 2026/2027**

Mary Berrigan of the Personnel Committee recommended that the Board consider a motion to approve renewal of the Library's existing Anthem health insurance policy for

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employees for 2026/2027 with a 12.48% increase; Barbara Johansen seconded the recommendation.

Motion to Approve Anthem Employee Heath Insurance Renewal for 2026/2027:

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

C. **Letter of Intent – Heat Pump Replacement Project**

Regina Wittosch of the Finance Committee recommended that the Board consider a motion to accept the recommendation of Butler, Rowland, Mays Architects to issue a Letter of Intent to enter into a contract with D.J. Heating & Air Conditioning, Inc., for the heat pump replacement project. The recommendation was based on D.J.'s lowest public bid of $467,400.00, received on October 15, 2026. The bid applies to NYS SED Project # 44-21-01-06-6-024-008. Barbara Johansen seconded the recommendation.

Motion to Approve Issuing Letter of Intent to D.J. Heating & Air Conditioning, Inc.:

Barbara Johansen made a motion to approve issuing the Letter of Intent; Regina Wittosch seconded the motion. The Board voted as follows: Nora Aman-Gurvich: Yes; Regina Wittosch – Yes; Barbara Johansen – Yes; Mary Berrigan – Yes. The motion was approved.

D. **Withdrawal from Voluntary Paid Family Leave Policy**

Mary Berrigan of the Personnel Committee recommended that the Board consider a motion to reconfirm withdrawing AWPL from its voluntary paid family leave policy through Shelter Point Insurance, effective November 19, 2026. Regina Wittosch seconded the recommendation.

Motion to Approve Withdrawal from Voluntary Paid Family Leave Policy:

Mary Berrigan moved to withdraw AWPL from the voluntary paid family leave policy, effective November 19, 2026. Barbara Johansen seconded the motion. The Board voted as follows: Nora Aman-Gurvich – Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Barbara Johansen – Yes. The motion was approved.

VII. **Old Business**:

A. Draft – AWPL Emergency Response & Continuity Plan: discussion tabled to November meeting.

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VIII. **<u>Board Committee Reports</u>: Reviewed.**

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

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

Proposal from Kode Electric to Replace Gallery Track Lighting

Barbara Johansen of the Buildings & Grounds Committee recommended that the Board consider a motion to accept the proposal from Kode Electric in the amount of $2,860.00 for replacement of the track and light fixtures in the Gallery; Mary Berrigan seconded the recommendation.

<u>Motion to Approve Proposal from Kode Electric to Replace Gallery Track Lighting</u>:

Mary Berrigan moved to approve the Kode Electric proposal to replace the Gallery track lighting at a cost of $2,860.00. Barbara Johansen seconded. The Board voted as follows: Nora Aman-Gurvich – Yes; Mary Berrigan – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes. The motion was approved.

C. **Community Relations** – Barbara Johansen.

D. **Financial** - Regina Wittosch.

E. **Personnel Committee** – Colleen Larsen.

IX. **Friends of the Library Liaison** – Colleen Larsen – no report.

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

XII. **Personnel Report:**

Mary Berrigan of the Personnel Committee recommended that the Board consider a motion to accept the October 2026 Personnel Report. Barbara Johansen seconded the recommendation.

<u>Motion to Accept the October 2026 Personnel Report</u>:

Regina Wittosch moved to accept the October 2026 Personnel Report; Barbara Johansen seconded the motion. The Board voted as follows: Nora Aman-Gurvich: Yes; Regina Wittosch – Yes; Mary Berrigan – Yes; Barbara Johansen – Yes. The motion was approved.

XIII. **Adjournment**:

<u>A motion to adjourn</u> the Board meeting at 4:30 pm was made by Regina Wittosch; Barbara Johansen seconded the motion. The Board voted as follows: Nora Aman-Gurvich – Yes; Mary Berrigan – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes. The motion was approved.

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Motions:

1. To approve Warrant #709 (General Fund).
2. To approve Warrant #44 (Capital Fund).
3. To approve the minutes of September 2026 regular monthly meeting.
4. To approve the Dauberts snowplowing contract for winter 2026/2027.
5. To approve renewal of the existing Anthem employee health insurance policy for 2026/2027.
6. To approve issuing a Letter of Intent to D.J. Heating & Air Conditioning for the heat pump replacement project.
7. To approve withdrawing AWPL from the Shelter Point voluntary paid family leave policy, effective 11/19/2026.
8. To approve the Kode Electric proposal to replace the Gallery track lighting.
9. To approve the Personnel Report.
10. To adjourn.

DATE & TIME FOR UPCOMING MEETINGS:

- Tuesday, November 17, 2026 – 6:30pm @ the Library
- Tuesday, December 15, 2026 – 6:30pm @ the Library

Recorded by Siobhan O'Riordan on October 30, 2026 and submitted by Lisa Laico on November 3, 2026.

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