

ALBERT WISNER PUBLIC LIBRARY
Board of Trustees Meeting
(In person at the Library)
March 28 at 7:30 PM

Minutes

PRESENT: Board Members Mark Damia, Nora Aman-Gurvich, Wayne Rossi, Regina Wittosch, Colleen Larsen, Mary Berrigan and Barbara Johansen

Director: Lisa Laico

Recording Secretary: Siobhan O’Riordan

Members of the Public: Billie Gallo

Absent: TAB

I. Meeting called to order by Mark Damia at 7:31 pm

II. Pledge of Allegiance

III. Public Comment: None.

IV. Review/Revise Agenda

V. Fiscal Reports:

A. **FY 2022 – 2023 Balance Sheets:** Reviewed by the Board.

B. **FY 2022 – 2023 P&L:** Reviewed by the Board.

C. **Motion to Approve Budget Amendment:** None.

D. Finance Committee member Regina Wittosch recommended that the Board consider a motion to approve Warrant #666 (General Fund); Nora seconded the recommendation.

Motion to Approve Warrant #666 (General Fund):

Wayne Rossi made a motion to approve Warrant #666; Regina Wittosch seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes; Wayne Rossi – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes. The motion was approved.

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

F. Colleen Larsen, as Secretary, recommended that the Board consider a motion to approve the minutes of the February 2023 meeting; Barbara Johansen seconded the recommendation.

Motion to approve Minutes of 2/28/23 Regular Board Meeting:

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

VI. New Business:

- A. Finance Committee members Regina Wittosch recommended that the Board make a motion to approve volunteers Betty Cappelleri, Karen Fisher, Mary Hennel, Stacy Kaai and Mary Berrigan to support the April 4, 2023 vote; Wayne seconded the recommendation.

Motion to approve the 2023 Library Tax Levy & Trustee Vote election volunteers.

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

- B. Finance Committee member Regina Wittosch recommended that the Board make a motion to approve payment of AWPL's medical, dental, and vision insurance premiums be paid by ACH debit to ensure timely payments effective immediately; Wayne Rossi seconded the recommendation.

Motion to approve debit card payment for specific insurance premiums (Empire Blue Cross & Blue Shield, Aetna and United Healthcare):

Regina Wittosch made a motion to approve the additional debit card vendors; Barbara Johansen seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes; Wayne Rossi – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes. The motion was approved.

VII. Old Business:

- A. LED lighting replacement is ongoing.
- B. Main Line Fire Protection will install additional sprinkler head in the space below the main stairs.

VIII. Board Committee Reports

- A. **Executive** – Mark Damia. None.
- B. **Building and Grounds** – Regina Wittosch and Barbara Johansen.

- Kuperus Fence completed the installation of the fence in front of building.
- Powerwashing of exterior to be done in April.

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

E. **Personnel Committee** – Colleen Larsen. None.

Review of Personnel Report in Executive Session.

IX. FOL: Colleen Larsen. The Friends will offer their support at the Earth Day Festival on April 29.

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

XI. Personnel Committee member Mary Berrigan recommended a motion to go into Executive Session to discuss the Personnel Report; Colleen Larsen seconded the recommendation.

Motion to move into Executive Session:

Regina Wittosch made a motion to go into Executive Session; Barbara Johansen seconded it. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes; Wayne Rossi – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes. The motion was approved.

XII. **Executive Session:**

A. Review of Personnel Report.

Upon reconvening to regular meeting:

B. Personnel Committee member Mary Berrigan recommended that the Board make a motion to approve the March 2023 personnel report; Wayne Rossi seconded the recommendation.

Motion to approve March 2023 Personnel Report:

Nora Aman-Gurvich made a motion to approve the March 2023 personnel report; Colleen Larsen seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes; Wayne Rossi – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes. The motion was approved.

XIII. **Adjournment:**

A motion to adjourn the meeting at 8:42pm was made by Wayne Rossi; Barbara Johansen seconded the motion. The Board voted as follows: Mark Damia – Yes; Nora Aman-Gurvich – Yes; Regina Wittosch – Yes; Barbara Johansen – Yes; Wayne Rossi – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes. The motion was approved.

Motions:

1. To approve Warrant #666.
2. To approve minutes of 2/28/23 Regular Board Meeting.
3. To approve the 2023 Library Tax Levy & Trustee Vote election volunteers.
4. Motion to approve debit card payment for specific insurance premiums.
5. Motion to move into Executive Session.
6. Motion to approve March 2023 Personnel Report.
7. Motion to adjourn.

XV. Date & Time for Upcoming Meeting:

- Regular monthly meeting to be held on Tuesday, April 25, 2023 at 7pm at AWPL.

Recorded by Siobhan O’Riordan March 28 and submitted on March 29, 2023.