

**ALBERT WISNER PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**(In-person at the Library)**  
**June 27 @ 7:00 PM**

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**Minutes**

**PRESENT:** Board Members Nora Aman-Gurvich, Regina Wittosch, Colleen Larsen, and Mary Berrigan

**Director:** Lisa Laico

**Recording Secretary:** Siobhan O’Riordan

**Members of the Public:** None.

**Absent:** Mark Damia, Wayne Rossi, Barbara Johansen and TAB

**I. Meeting called to order by Nora Aman-Gurvich at 7:00 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. Finance Committee member Regina Wittosch recommended that the Board consider a motion to approve the following budget amendments as described below; Mary Berrigan seconded the recommendation:

a. Increase account #5031 Automation by \$7,500 to \$40,218.25, and decrease account #5030 Equipment by \$7,500 to \$103,186.75.

b. Increase account #5120 Postage by \$3,500 to \$9,500, and decrease account #5100 Supplies to \$16,500.

c. Increase account #5120 Publicity by \$2,000 to \$17,000 and reduce #5100 Supplies to \$14,500.

**Motion to Approve Budget Amendments:**

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

- D. Finance Committee member Regina Wittosch recommended that the Board consider a motion to approve Warrant #669 (General Fund); Mary Berrigan seconded the recommendation.

**Motion to Approve Warrant #669 (General Fund):**

Colleen Larsen made a motion to approve Warrant #669; Mary Berrigan seconded the motion. The Board voted as follows: Nora Aman-Gurvich – Yes; Regina Wittosch – Yes; Colleen Larsen – Yes; Mary Berrigan – Yes. The motion was approved.

- E. Colleen Larsen, as Secretary, recommended that the Board consider a motion to approve the minutes of the May 2023 meeting; Regina Wittosch seconded the recommendation.

**Motion to approve Minutes of 5/23/23 Regular Board Meeting:**

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

**VI. New Business:**

A. **Proposed updated Exhibits & Display Policies:**

Colleen Larsen recommended the Board review updated policies; Mary Berrigan seconded the recommendation. The Board reviewed the changes.

**Motion to approve the updated Exhibit & Display Policy:**

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

**VII. Old Business:**

- A. Strategic Plan Status: Tabled until July meeting.

**VIII. Board Committee Reports**

- A. **Executive** – None.

- B. **Building and Grounds** – Regina Wittosch

- Still waiting on Daubert's to remove dead tree and provide planting for the island near the lower parking lot. Ivy needs to be removed from the Children's patio.

- New gutters have been installed.
- New garbage can needed for front of building; current one is staining the cement (rust).

C. **Community Relations** – Nora Aman-Gurvich. None.

D. **Financial** – Regina Wittosch. James Cha of Ameriprise is doing an excellent job managing the Library's finance.

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

Review of Personnel Report in Executive Session.

IX. FOL: Colleen Larsen. The FOL will take off for the summer. They have recently gained 20 new members.

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:**

Colleen Larsen made a motion to go into Executive Session; Mary Berrigan seconded it. The Board voted as follows: Nora Aman-Gurvich – Yes; Regina Wittosch – 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. **Motion to approve June 2023 Personnel Report:**

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

XIII. **Adjournment:**

**A motion to adjourn** the meeting was made by Regina Wittosch; Mary Berrigan seconded the motion.

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

**Motions:**

1. To approve budget amendments.
2. To approve Warrant #669.

3. To approve minutes of 5/23/23 Regular Board Meeting.
4. Motion to approve the updated Exhibit & Display Policy.
5. Motion to move into Executive Session.
6. Motion to approve June 2023 Personnel Report.
7. Motion to adjourn.

**XV. Date & Time for Upcoming Meeting:**

- Annual Board Reorganization meeting to be held on Tuesday, July 18 at 6:30pm.
- The regular monthly meeting will be held at 7pm.

Recorded by Siobhan O’Riordan June 27, 2023 and submitted on July 6, 2023.