



OWWL LIBRARY SYSTEM

BOARD MEETING MINUTES

Wednesday, August 9, 2023

2557 STATE ROUTE 21, CANANDAIGUA, NY 14424

Attendance

System Board Members Present and In-Person: Christine Ryan, Alissa Bub, Judith McKinney, Subrata Paul, Ellen Mitchell, and Deborah Nagle.

System Board Members Attending via Zoom: Elizabeth Smith-Rossiter.

System Board Members Absent: Jennifer Tessoroff.

Also in Attendance: Ron Kirsop (via Zoom), Kelly Nemitz, and Suzanne Macaulay (System Staff). Kendyl Litwiller-Sutherby (OWWLDAC Liaison).

Call to Order

Christine Ryan called the meeting to order at 5:01 PM.

Public Comment Period

No public comment.

Adoption of the Agenda

MOTION 75: Judith McKinney moved to adopt the August 9, 2023 Agenda. Ellen Mitchell seconded, and the motion passed unanimously.

The discussion of the Systems Access and Confidentiality of Library Records Policy Update was moved to the bottom of the agenda.

Approval of the Minutes

MOTION 76: Deborah Nagle moved to approve the Minutes of the June 14, 2023 Meeting. Subrata Paul seconded, and the motion passed unanimously.

Finance Reports

MOTION 77: Alissa Bub moved to approve the Cash Activity Report. Judith McKinney seconded, and the motion passed unanimously.

MOTION 78: Ellen Mitchell moved to approve the Warrants from June 22, 2023 for a total of \$15,732.74; July 6, 2023 for a total of \$9,721.53; July 20, 2023 for a total of \$59,352.84; August 3, 2023 for a total of \$103,383.93; and August 3, 2023 for a voided check of \$300.00. Deborah Nagle seconded, and the motion passed unanimously.

MOTION 79: Subrata Paul moved to approve the YTD Report and Balance Sheet. Alissa Bub seconded, and the motion passed unanimously.

Central Library Report

MOTION 80: Deborah Nagle moved to approve the Central Library Report. Ellen Mitchell seconded, and the motion passed unanimously.

Executive Director's Report

Ron Kirsop reviewed the Executive Director Report.

OWWLDAC Liaison Report

OWWLDAC Liaison delivered her report on the activities at Member Libraries.

Old Business

MOTION 81: Deborah Nagle moved to approve the Resolution Against Book Banning. Subrata Paul seconded, and the motion passed unanimously.

New Business

MOTION 82: Alissa Bub moved to approve the Policy Manual Updates. Judith McKinney seconded, and the motion passed unanimously.

Policies Updated Include: Selection and Reconsideration of Materials Policy; Records Retention Policy; and Assigned Reserves Policy.

MOTION 83: Elizabeth Smith-Rossiter moved to approve the Book Challenge Review Committee Report. Ellen Mitchell seconded, and the motion passed unanimously.

MOTION 84: Deborah Nagle moved to approve the OverDrive Tummonds Fund Invoice for \$33,555.58. Subrata Paul seconded, and the motion passed unanimously.

MOTION 85: Alissa Bub moved to approve the Proquest Ancestry Invoice for \$31,115.31. Ellen Mitchell seconded, and the motion passed unanimously.

MOTION 86: Ellen Mitchell moved to approve the Update to Delivery Driver's Pay Schedule. Deborah Nagle seconded, and the motion passed unanimously.

MOTION 87: Ellen Mitchell moved to approve the Personnel Change Report. Subrata Paul seconded, and the motion passed unanimously.

MOTION 88: Alissa Bub moved to approve the Insurance Services Request for Proposals. Judith McKinney seconded, and the motion passed unanimously.

MOTION 89: Ellen Mitchell moved to approve the Executive Director's Overnight Travel Request. Deborah Nagle seconded, and the motion passed unanimously.

MOTION 90: Subrata Paul moved to approve the Updates to 2022-2026 Plan of Service. Alissa Bub seconded, and the motion passed unanimously.

MOTION 91: Judith McKinney moved to approve the Victor Farmington Library Trustee Education Session to Comply with NY Education Law 260-d. Ellen Mitchell seconded, and the motion passed unanimously.

MOTION 92: Deborah Nagle moved to approve the Additional NYLA Scholarships. Subrata Paul seconded, and the motion passed unanimously.

MOTION 93: Ellen Mitchell moved to approve the Dell Invoice for \$21,082.39. Judith McKinney seconded, and the motion passed unanimously.

MOTION 94: Christine Ryan moved to enter Executive Session to discuss a matter of System Policy and pending litigation. Ellen Mitchell seconded, and the motion passed unanimously.

No action was taken during Executive Session.

MOTION 95: Ellen Mitchell moved to exit Executive Session. Deborah Nagle seconded, and the motion passed unanimously.

Adjourn

MOTION 96: Subrata Paul moved to adjourn the meeting at 6:27 PM. Alissa Bub seconded, and the motion passed unanimously.

Next Meeting: Wednesday, September 13, 2023 at 5:00 PM

Respectfully submitted, Ronald Kirsop