



OWWL LIBRARY SYSTEM

BOARD MEETING MINUTES

Wednesday, September 11, 2024

2557 STATE ROUTE 21, CANANDAIGUA, NY 14424

Attendance

System Board Members Present and In-Person: Subrata Paul, Patrice Sampson-Bouchard, Judith McKinney, Jennifer Tessendorf, Deborah Nagle, and Thomas Whitmore.

System Board Members Excused: Alissa Bub and Elizabeth Smith-Rossiter.

Also in Attendance: Ron Kirsop and Kelly Nemitz (System Staff).

Call to Order

Subrata Paul called the meeting to order at 5:06 PM.

Public Comment Period

No public comment.

Adoption of the Agenda

MOTION 75: Patrice Sampson-Bouchard moved to adopt the September 11, 2024 Agenda. Deborah Nagle seconded, and the motion passed unanimously.

Approval of the Minutes

MOTION 76: Judith McKinney moved to approve the Minutes of the August 14, 2024 Meeting. Jennifer Tessendorf seconded, and the motion passed unanimously.

Finance Reports

MOTION 77: Jennifer Tessendorf moved to approve the Cash Activity Report. Patrice Sampson-Bouchard seconded, and the motion passed unanimously.

MOTION 78: Patrice Sampson-Bouchard moved to approve the Warrants from August 22, 2024 for a total amount of \$63,392.43; and September 5, 2024 for a total amount of \$57,627.46. Deborah Nagle seconded, and the motion passed unanimously.

MOTION 79: Deborah Nagle moved to approve the YTD Report and Balance Sheet. Judith McKinney seconded, and the motion passed unanimously.

Central Library Report

MOTION 80: Judith McKinney moved to approve the Central Library Report. Jennifer Tessendorf seconded, and the motion passed unanimously.

MOTION 81: Jennifer Tessendorf moved to approve the 2024 Central Library Budget Amendment. Patrice Sampson-Bouchard seconded, and the motion passed unanimously.

MOTION 82: Patrice Sampson-Bouchard moved to approve the 2025 Proposed Central Library Budget. Deborah Nagle seconded, and the motion passed unanimously.

Executive Director Report

Ron Kirsop reviewed the Executive Director's Report.

OWWLDAC Liaison Report

No OWWLDAC Liaison report this month.

Old Business

No old business

New Business

MOTION 83: Deborah Nagle moved to approve the Staff Health Insurance Rates. Judith McKinney seconded, and the motion passed unanimously.

MOTION 84: Judith McKinney moved to approve the Staff 2025 Salary Schedule. Jennifer Tessendorf seconded, and the motion passed unanimously.

MOTION 85: Jennifer Tessendorf moved to approve the 2025 Holiday Schedule. Patrice Sampson-Bouchard seconded, and the motion passed unanimously.

MOTION 86: Patrice Sampson-Bouchard moved to approve the Executive Director’s Evaluation Process. Deborah Nagle seconded, and the motion passed unanimously.

MOTION 87: Judith McKinney moved to approve the 2024 Proposed Amended Budget. Jennifer Tessendorf seconded, and the motion passed unanimously.

MOTION 88: Jennifer Tessendorf moved to appoint Judith McKinney to the Nominating Committee for the 2025 Slate of Officers. Patrice Sampson-Bouchard seconded, and the motion passed unanimously.

DISCUSSION: Subrata Paul asked Trustees to consider committee assignments for 2025. This will be approved at the November meeting.

DISCUSSION: Ron Kirsop discussed the plan for the 2024 OWWL Library System Annual Meeting.

MOTION 89: Patrice Sampson-Bouchard moved to approve the OWWL Cost Shares to Member Libraries. Deborah Nagle seconded, and the motion passed unanimously.

MOTION 90: Deborah Nagle moved to approve the New Director NYLA Scholarships. Judith McKinney seconded, and the motion passed unanimously.

MOTION 91: Judith McKinney moved to approve the updated FY 2025 Construction Aid Awards. Jennifer Tessendorf seconded, and the motion passed unanimously.

MOTION 92: Jennifer Tessendorf moved to approve the 2024 Inclusive Collections Aid Awards. Patrice Sampson-Bouchard seconded, and the motion passed unanimously.

MOTION 93: Patrice Sampson-Bouchard moved to approve the OverDrive Invoice totaling \$41,201.50. Deborah Nagle seconded, and the motion passed unanimously.

Adjourn

MOTION 94: Judith McKinney moved to adjourn the meeting at 6:03 PM. Jennifer Tessendorf seconded, and the motion passed unanimously.

Next Meeting: November 13, 2024 at OWWL Library System Headquarters.

Respectfully submitted,

Ronald Kirsop
Executive Director
OWWL Library System