



OWWL LIBRARY SYSTEM

BOARD MEETING MINUTES

Wednesday, November 13, 2024

2557 STATE ROUTE 21, CANANDAIGUA, NY 14424

Attendance

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

System Board Members Excused: Elizabeth Smith-Rossiter.

Also in Attendance: Ron Kirsop, Kelly Nemitz, Maureen Wheeler (incoming Trustee), and Leslie Shaw (incoming Trustee).

Call to Order

Subrata Paul called the meeting to order at 5:20 PM.

Public Comment Period

No public comment.

Adoption of the Agenda

MOTION 95: Deborah Nagle moved to adopt the November 13, 2024 Agenda. Alissa Bub seconded, and the motion passed unanimously.

Approval of the Minutes

MOTION 96: Alissa Bub moved to approve the Minutes of the September 11, 2024 Meeting. Thomas Whitmore seconded, and the motion passed unanimously.

Finance Reports

MOTION 97: Thomas Whitmore moved to approve the Cash Activity Report. Jennifer Tessendorf seconded, and the motion passed unanimously.

MOTION 98: Jennifer Tessendorf moved to approve the Warrants from Monday, September 19, 2024, for a total amount of \$52,793.52; on Monday, October 3, 2024, for a total amount of \$213,732.45; on Monday, October 17, 2024, for a total amount of \$45,310.38; and on Monday, October 31, 2024, for a total amount of \$32,520.41. Judith McKinney seconded, and the motion passed unanimously.

MOTION 99: Judith McKinney moved to approve the YTD Report and Balance Sheet. Deborah Nagle seconded, and the motion passed unanimously.

Central Library Report

MOTION 100: Deborah Nagle moved to approve the Central Library Report. Alissa Bub 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

MOTION 101: Alissa Bub moved to approve the FY 2025 Construction Aid Award Amounts. Thomas Whitmore seconded, and the motion passed unanimously.

New Business

MOTION 102: Thomas Whitmore moved to approve the 2025 Proposed Budget. Jennifer Tessendorf seconded, and the motion passed unanimously.

MOTION 103: Jennifer Tessendorf moved to approve the 2025 Board Meeting Schedule. Judith McKinney seconded, and the motion passed unanimously.

MOTION 104: Judith McKinney moved to approve the 2025 Committee Assignments. Deborah Nagle seconded, and the motion passed unanimously.

MOTION 105: Deborah Nagle moved to approve the 2025 Slate of Officers. Alissa Bub seconded, and the motion passed unanimously.

MOTION 106: Alissa Bub moved to approve the COSAG Appointments. Thomas Whitmore seconded, and the motion passed unanimously.

MOTION 107: Thomas Whitmore moved to approve the Cooperative Costs and System Funded Resources to Member Libraries. Jennifer Tessendorf seconded, and the motion passed unanimously.

MOTION 108: Jennifer Tessendorf moved to appoint the Annual Organizational Actions. Judith McKinney seconded, and the motion passed unanimously.

MOTION 109: Judith McKinney moved to approve the FY 2025 System Construction Project Assurances. Deborah Nagle seconded, and the motion passed unanimously.

MOTION 110: Deborah Nagle moved to approve the Livingston County Construction Grant. Alissa Bub seconded, and the motion passed unanimously.

MOTION 111: Alissa Bub moved to approve the Equinox Invoice (Evergreen), \$65,722.24. Thomas Whitmore seconded, and the motion passed unanimously.

MOTION 112: Thomas Whitmore moved to approve the Alliance Door & Hardware Deposit, \$14,132.46. Jennifer Tessendorf seconded, and the motion passed unanimously.

MOTION 113: Jennifer Tessendorf moved to approve the NYLA Scholarship Amendment. Judith McKinney seconded, and the motion passed unanimously.

MOTION 114: Judith McKinney moved to approve the Deferred Compensation Resolution. Deborah Nagle seconded, and the motion passed unanimously.

MOTION 115: Deborah Nagle moved to approve the NYS Retirement Invoice, \$77,238. Alissa Bub seconded, and the motion passed unanimously.

MOTION 116: Alissa Bub moved to approve the System and Member Library Relationship Policy. Thomas Whitmore seconded, and the motion passed unanimously.

MOTION 117: Thomas Whitmore moved to enter Executive Session to Discuss the Executive Director's Evaluation. Jennifer Tessendorf seconded, and the motion passed unanimously.

MOTION 118: Jennifer Tessendorf moved to exit Executive Session. Judith McKinney seconded, and the motion passed unanimously.

MOTION 119: Judith McKinney moved to approve the Personnel Change Report. Deborah Nagle seconded, and the motion passed unanimously.

MOTION 120: Deborah Nagle moved to approve the Executive Director Evaluation. Alissa Bub seconded, and the motion passed unanimously.

MOTION 121: Alissa Bub moved to approve the Executive Director Employment Agreement. Thomas Whitmore seconded, and the motion passed unanimously.

Adjourn

MOTION 122: Thomas Whitmore moved to adjourn the meeting at 6:29 PM. Jennifer Tessendorf seconded, and the motion passed unanimously.

Next Meeting: January 8, 2025 at OWWL Library System Headquarters.

Respectfully submitted,

Ronald Kirsop
Executive Director
OWWL Library System