



OWWL LIBRARY SYSTEM

BOARD MEETING AGENDA Wednesday, December 14, 2022 2557 STATE ROUTE 21, CANANDAIGUA, NY 14424

Call to Order:

1.	Public Comment Period			
2.	December 14, 2022 Agenda	Christine Ryan	Action: Approve	Doc 2212-1
3.	Minutes of the November 9, 2022 Meeting	Christine Ryan	Action: Approve	Doc 2212-2

Oath of Office:

1. *I, [NAME], do hereby solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of Member of the Board of Trustees of the OWWL Library System, according to the best of my ability.*
 - a) Oath of Office **Subrata Paul (Wayne County)** serving a three-year term beginning January 1, 2023 through December 31, 2025.
 - b) Oath of Office **Judith McKinney (Ontario County)** serving a three-year term beginning January 1, 2023 through December 31, 2025.
 - i. Note: Christine Ryan administered Judith McKinney’s Oath of Office on December 7, 2022 to accommodate her absence from the December 14, 2022 Board Meeting.

Oaths of Office must be taken and filed within the first thirty days of election or appointment. Trustees are required to send a notarized copy of the Oath to their County.

Communication and Reports:

1.	Financial Reports:			
	a) Cash Activity Report	Julie Gruendike	Action: Approve	Doc 2212-3a
	b) Warrants (list of bills paid)	Julie Gruendike	Action: Approve	Doc 2212-3b
	c) 2022 YTD Report and Balance Sheet	Julie Gruendike	Action: Approve	Doc 2212-3c
2.	Central Library Report	Kelly Nemitz	Action: Approve	Doc 2212-4
3.	Executive Director Report	Ron Kirsop	Action: Discuss	Doc 2212-5
	a) Senate and Assembly Representatives			Doc 2212-5a
	b) State of the System Slides 2022.11.09			Doc 2212-5b
4.	PLSDAC Liaison’s Report		Action: Discuss	Doc 2212-6
5.	Standing Committee Reports:			
	a) Finance Committee			No Report
	b) Personnel Committee			New Business
	c) Policy Committee			New Business
	d) Audit Committee			No Report

Old Business:

1.	Amendments to System Bylaws	Policy Committee	Action: Approve	Doc 2212-8
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New Business:

1.	2022 System Satisfaction Survey Results	Ron Kirsop	Action: Approve	Doc 2212-9
2.	Policy Manual Updates	Policy Committee	Action: Amend	
	a) Corrections to the Open Meeting Policy			Doc 2212-10a
	b) Amendment to the Resolution on Monetary Library Fines and Fees as a Form of Social Inequity			Doc 2212-10b
3.	Data Breach Policy	Ron Kirsop	Action: Discuss	Doc 2212-11
4.	2023 Slate of Officers and Claims Auditor	Nominating Committee	Action: Approve	Doc 2212-12
5.	2023 Committee Assignments	Christine Ryan	Action: Approve	Doc 2212-13
6.	2023 Organizational Actions	Ron Kirsop	Action: Approve	Doc 2212-14
7.	2023 Costs and Services to Member Libraries	Ron Kirsop	Action: Approve	Doc 2212-15
8.	2022 Livingston County Capital Grant	Suzanne Macaulay	Action: Approve	Doc 2212-16
9.	2023 COSAG Appointments	Suzanne Macaulay	Action: Approve	Doc 2212-17
10.	NYS Local Retirement Invoice \$44,066.00	Kelly Nemitz	Action: Approve	Doc 2212-18
11.	Junior Systems Administrator Job Description	Personnel Committee	Action: Approve	Doc 2212-19
12.	Executive Director's Overnight Travel Request to Advocacy Day 2023	Ron Kirsop	Action: Approve	Doc 2212-20
13.	Executive Director Evaluation	Personnel Committee	Action: Approve	No Report

Reminders:

1.	Next Meeting: February 8, 2023 at 5:00 PM
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Adjourn