



BOARD MEETING MINUTES

Wednesday, May 12, 2021, 5:00 pm
GoToMeeting – Per Executive Order 202.1

PLS Board Members present: Julie Gruendike, Virginia Keenan, Judith McKinney, Ellen Mitchell, Subrata Paul, Christine Ryan, Elizabeth Smith-Rossiter

PLS Board Members excused: Jennifer Tessendorf

Also in attendance: Ron Kirsop, Suzanne Macaulay, Kelly Nemitz (PLS Staff); Stacey Wicksall (PLSDAC Liaison)

CALL TO ORDER:

Christine Ryan called the meeting to order at 5:03pm.

PUBLIC COMMENT PERIOD

There was no public comment.

ADOPTION OF THE AGENDA

MOTION 50: Judith McKinney moved to adopt the May 12, 2021 Agenda. Subrata Paul seconded and the motion carried.

APPROVAL OF THE MINUTES

MOTION 51: Ellen Mitchell moved to accept the Minutes from the April 14, 2021 Board Meeting. Judith McKinney seconded and the motion carried.

TRUSTEE ACTIONS

MOTION 52: Ellen Mitchell moved to appoint Elizabeth Smith-Rossiter to the Pioneer Library System Board of Trustees representing Livingston County to fill a vacant term ending in 2025. Subrata Paul seconded and the motion carried.

President Christine Ryan administered the Oath of Office to Elizabeth Smith-Rossiter.

FINANCE REPORT

Julie Gruendike reviewed the Cash Activity Report from 4/9/21 through 5/7/21.

MOTION 53: Ellen Mitchell moved to accept the Cash Activity Report. Subrata Paul seconded and the motion carried.

Julie Gruendike reviewed the Warrants from 4/22/21 (\$45,959.65) and 5/6/21 (\$9,289.59).

MOTION 54: Judith McKinney moved to accept the Warrants. Ellen Mitchell seconded and the motion carried.

Julie Gruendike reviewed the YTD Report ending in 04/30/21.

MOTION 55: Ellen Mitchell moved to accept the YTD Report. Virginia Keenan seconded and the motion carried.

EXECUTIVE DIRECTOR'S REPORT

Ron Kirsop provide an update to New York State COVID-19 Guidance and Mandates and how they impact library operations across our four counties.

Ron provided a Legislative update on Senate Bills that will impact libraries including S4435 (Trustee Training) and S5753 (90/10 Construction Grant Match).

Ron provided an update on Trustee Support for OWWL Libraries including upcoming workshops and Office Hours and a Trustee Handbook Book Club starting this fall.

Ron provided an update on System Projects including the recent Evergreen Upgrade, the Women in Leadership Program, and a FY2022 State Aid for Library Construction Coordinated Project.

Ron highlighted the many grants, awards, honors, and recognitions recently received by OWWL Libraries.

CENTRAL LIBRARY REPORT

Kelly Nemitz reviewed the 2021 Central Library Budget through 4/30/21. Kelly noted that Ron and Chris Finger (Director of the Geneva Public Library) are working to revise the Central Library Budget.

MOTION 56: Ellen Mitchell moved to accept the 2021 Central Library Report. Judith McKinney seconded and the motion carried.

PLSDAC LIASON REPORT

Stacey Wicksall highlighted several member libraries and their recent projects, programs, and community partnerships including the Livonia Public Library that was named the RRLC 2021 Public Library of the Year.

Ron Kirsop acknowledged that Stacey was named a RRLC 2021 Library All Star for her work during 2020.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

MOTION 57: Judith McKinney moved to approve the OverDrive invoice in the amount of \$35,176.50. Virginia Kennan seconded and the motion carried.

MOTION 58: Subrata Paul moved to approve the Policy Amendments to:

- a) Gifts and Donations Policy
- b) Receipt and Deposit of Funds Policy
- c) Payment of Bills Policy

as recommended by the Policy Committee. Virginia Kennan seconded and the motion carried.

DISCUSSION: Ron Kirsop reviewed the Systems Access and Data Handling Policy draft.

DISCUSSION: Ron provided an update on the 2022-2026 Plan of Service. This will be due to the Division of Library Development by October 2021.

MOTION 59: Ellen Mitchell moved to approve the Personnel Change Report as presented by the Personnel Committee. Subrata Paul seconded and the motion carried.

MOTION 60: Ellen Mitchell moved to approve revised Driver Acknowledgement and Agreement Policy as recommended by Personnel Committee. Virginia Kennan seconded and the motion carried.

MOTION 61: Julie Gruendike moved to approve the FY 2021 Budget Amendments as recommended by the Finance Committee. Virginia Kennan seconded and the motion carried.

MOTION 62: Julie Gruendike moved to approve the FY 2020 990 as presented by the Finance Committee. Ellen Mitchell seconded and the motion carried.

ADJOURN

MOTION 62: Elizabeth Rossiter-Smith moved to adjourn the meeting. Subrata Paul seconded and the motion carried. The meeting adjourned at 6:04pm.

NEXT MEETING

Wednesday, June 9, 2021 at 5:00pm.

Respectfully submitted,
Suzanne Macaulay
Approved on June 9, 2021