



# OWWL LIBRARY SYSTEM

## BOARD MEETING AGENDA

Wednesday, March 13, 2024

2557 STATE ROUTE 21, CANANDAIGUA, NY 14424

### Call to Order:

1.	Public Comment Period	Subrata Paul		
2.	March 13, 2024 Agenda	Subrata Paul	Action: Approve	Doc 2403-1
3.	Minutes of the February 14, 2024 Meeting	Subrata Paul	Action: Approve	Doc 2403-2

### Communication and Reports:

1.	Financial Reports:			
	a) Cash Activity Report	Deb and Kelly	Action: Approve	Doc 2403-3a
	b) Warrants (list of bills paid)	Deb and Kelly	Action: Approve	Doc 2403-3b
	c) YTD Report and Balance Sheet	Deb and Kelly	Action: Approve	Doc 2403-3c
	d) Audit Report – 2023	MMB Auditor	Action: Approve	Doc 2403-3d
	e) Form 990 – 2023	MMB Auditor	Action: Approve	Doc 2403-3e
	f) Annual Financial Report (AFR)	Kelly Nemitz	Action: Approve	Doc 2403-3f
2.	Central Library Report	Kelly Nemitz	Action: Approve	Doc 2403-4
3.	Executive Director Report	Ron Kirsop	Action: Discuss	Doc 2403-5
4.	PLSDAC Liaison’s Report		Action: Discuss	Doc 2403-6
5.	Standing Committee Reports:			
	a) Policy Committee		No Report	Doc 2403-7a
	b) Personnel Committee		No Report	Doc 2403-7b
	c) Finance Committee		No Report	Doc 2403-7c
	d) Audit Committee		No Report	Doc 2403-7d

### Old Business:

1.	Bylaw Amendments	Subrata Paul	Action: Approve	Doc 2403-8
2.	Board Meeting Schedule	Subrata Paul	Action: Approve	Doc 2403-9
	a) Date of Annual Meeting (Oct. or Nov.)			
3.	Annual Trustee Acknowledgement Forms	Audit Committee	Action: Approve	Doc 2403-10
	a) Whistleblower Form			
	b) Conflict of Interest Form			
	c) System Trustee Ethics Statement			
	d) Anti-Harassment Training			

### New Business:

1.	2024 E-Rate Cycle a) 2024 Form 470 b) Category One – Internet for Libraries c) Category Two – Firewall	Ron Kirsop	Action: Approve	Doc 2403-11 Doc 2403-11a PENDING Doc 2403-11c
2.	System Annual Report Assurances	Ron Kirsop	Action: Approve	Doc 2403-12
3.	Construction Aid Award Committee	Subrata Paul	Action: Appoint	No Report
4.	FY 2024 Construction Aid Reallocations	Ron Kirsop	Action: Approve	Doc 2403-13
5.	Closing Assurance & Certification of Program Compliance	Ron Kirsop	Action: Approve	Doc 2403-14
6.	Executive Director Overnight Travel Request	Ron Kirsop	Action: Approve	Doc 2403-15
7.	Executive Director Application to Leadership Ontario	Ron Kirsop	Action: Approve	Doc 2403-16
8.	FFRPL Grant to Libraries	Subrata Paul	Action: Discuss	No Report
9.	System Trustee Orientation Document	Ron Kirsop	Action: Discuss	Doc 2403-17

**Reminders:**

1. Next Meeting: May 8, 2024

**Adjourn**