

## Ontario Public Library

### Minutes for the regular meeting of the Board of Trustees

January 15, 2019

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, January 15, 2019. The meeting was presided over by President Michael Schoene who called the meeting to order at 6:31pm.

**Present:** Angela Lay, Michael Schoene, Alan Seigel, S. Hysten, Michele Goodenough, Jill Pierce

**Trustees Absent:** Kristen Killion (excused)

#### **Approval of the Agenda**

**MOTION 201901-1:** A motion was made by Mr. Seigel, seconded by Ms. Lay **to approve the agenda with the following amendments:**

- add: "Interviews for Trustee Position" after II. Approval of Agenda
- delete: VII. Old Business c. Library Network Update

3 Ayes 0 Nays 1 Absent MOTION CARRIED

#### **Interviews for Trustee Position**

Two applicants were interviewed for the vacant Trustee position.

#### **Approval of Minutes**

**MOTION 201901-2:** A motion was made by Mr. Seigel, seconded by Ms. Lay, **to approve the November 13, 2018 Board Meeting minutes.** 3 Ayes 0 Nays 1 Absent MOTION CARRIED

#### **Public Comment**

None

#### **Town Liaison's Report**

None

#### **Director's Report**

Ms. Hysten gave the Director's report.

**MOTION 201901-3:** A motion was made by Ms. Lay, seconded by Mr. Seigel, **to approve the Director's Report.** 3 Ayes 0 Nays 1 Absent MOTION CARRIED

## Financial Reports

**MOTION 201901-4:** A motion was made by Mr. Seigel, seconded by Ms. Lay, **to approve the November/December to date Budget as presented.** 3 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 201901-5:** A motion was made by Ms. Lay, seconded by Mr. Seigel, **to approve the November 2018 bank reconciliation as presented.** 3 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 201901-6:** A motion was made by Mr. Seigel, seconded by Ms. Lay, **to approve the December 2018 bank reconciliation as presented.** 3 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 201901-7:** A motion was made by Ms. Lay, seconded by Mr. Seigel, **to approve the warrant:**

- 2018-11 \$2,208.66

3 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 201901-8:** A motion was made by Mr. Seigel, seconded by Ms. Lay, **to approve the warrant:**

- 2018-11-2 \$2,769.06

3 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 201901-9:** A motion was made by Ms. Lay, seconded by Mr. Seigel, **to approve the warrant:**

- 2018-12 \$35,513.27

3 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 201901-10:** A motion was made by Mr. Seigel, seconded by Ms. Lay, **to approve the warrant:**

- 2018-12-2 \$2,447.34

3 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 201901-11:** A motion was made by Ms. Lay, seconded by Mr. Seigel, **to approve the warrant:**

- 2019-1 \$3,535.30

3 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 201901-12:** A motion was made by Mr. Seigel, seconded by Ms. Lay, **to approve the pre-authorization of routine payments as presented for 2019.** 3 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 201901-13:** A motion was made by Ms. Lay, seconded by Mr. Seigel, **to approve the Lyons National Bank Legal Savings account value maximum from \$10,000 to \$15,000.**

3 Ayes 0 Nays 1 Absent MOTION CARRIED

**Old Business**

**MOTION 201901-14:** A motion was made by Ms. Lay, seconded by Mr. Seigel, **to approve the revision to the 2019 Budget as presented.** 3 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 201901-15:** A motion was made by Mr. Seigel, seconded by Ms. Lay, **to recommend to the Ontario Town Board that Sara Contestabile be appointed to the position of Ontario Public Library Trustee.**  
3 Ayes 0 Nays 1 Absent MOTION CARRIED

**New Business**

Ms. Hysten has a meeting on January 30, 2019 re: the **2020-2024 Long Range Report.** The report is due the end of January 2020.

**NYLA Advocacy Day** is Wednesday, February 27, 2019.

**MOTION 201901-16:** A motion was made by Ms. Lay, seconded by Mr. Seigel, **to approve the appointment of the new Trustee to the policy review subcommittee with Alan Seigel as substitute.** 3 Ayes 0 Nays 1 Absent  
MOTION CARRIED

**Appointments/Resignations**

Hope Worcester, high school page, resigned effective December 29, 2018.

**Other**

**MOTION 201901-17:** A motion was made by Mr. Seigel, seconded by Ms. Lay **to approve an increase in the Director’s salary by \$3,300 effective the first payroll in January 2019.** 3 Ayes 0 Nays 1 Absent  
MOTION CARRIED

**Executive Session**

None

**Adjournment**

**MOTION 201901-18:** A motion was made by Ms. Lay, seconded by Mr. Seigel **to adjourn** at 8:22pm.  
3 Ayes 0 Nays 1 Absent MOTION CARRIED

Board minutes respectfully submitted by Jill Pierce, recording clerk

Alan Seigel, Secretary \_\_\_\_\_ Date \_\_\_\_\_