

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

July 19th, 2022

The regular meeting of the Board of Trustees was held on Tuesday, July 19, 2022. The meeting was presided over by Lauren Frank who called the meeting to order at 5:00pm.

Present: Lauren Frank (Chair), Al Seigel, Anne Jurgens, Sean Arliss, Gail Kirchgessner, Sandra Hysten, Michele Goodenough

Absent: Jill Pierce, recording secretary (excused), Mark D'Angelo

Mrs. Goodenough served as recording clerk

Approval of the Agenda

MOTION 202207--1: A motion was made by Ms. Jurgens, seconded by Mr. Seigel, to adopt the Meeting Agenda as presented. 5 Ayes 0 Nays MOTION CARRIED

Approval of Minutes

The May 17th, 2022 Board meeting minutes were approved.

Public Comment

None

Town Liaison's Report

No report

Director's Report

MOTION 202207-2: A motion was made by Ms. Kirchgessner, seconded by Mr. Seigel, to approve the Director's report. 5 Ayes 0 Nays MOTION CARRIED

Financial Reports

MOTION 202207-3: A motion was made by Mr. Arliss, seconded by Mr. Seigel, to approve the May/June 2022 to date Budget as presented. 5 Ayes 0 Nays MOTION CARRIED

MOTION 202207-4: A motion was made by Mr. Seigel, seconded by Ms. Kirchgessner, to approve the May 2022 Bank Reconciliation as presented. 5 Ayes 0 Nays MOTION CARRIED

MOTION 202207-5: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, to approve the June 2022 Bank Reconciliation as presented. 3 Ayes 0 Nays 1 Absent MOTION CARRIED

Financials continued

MOTION 202207-6: A motion was made by Mr. Arliss, seconded by Mr. Seigel, to approve the following warrants:

- 2022-05-2 \$1,389.66
- 2022-06 \$10,982.20
- 2022-07 \$11,499.39

5 Ayes 0 Nays MOTION CARRIED

Unfinished Business

Trustee Education: Reviewed Policy 4002 Public Safety: Library Code of Conduct

MOTION 202207-7: A motion was made by Ms. Jurgens, seconded by Mr. Seigel, to adopt revised Policy 4002 Public Safety: Code of Conduct as presented. 5 Ayes 0 Nays MOTION CARRIED

New Business

Standard Wage & Adjustments: Library Clerk

MOTION 202207-8: A motion was made by Ms. Jurgens, seconded by Ms. Kirchgessner, to adopt a standard starting wage for Library Clerks of \$15.00/hour requiring 1 staff adjustment to \$15.00/hr. effective 7/21/22. 5 Ayes 0 Nays MOTION CARRIED

MOTION 202207-9: A motion was made by Ms. Jurgens, seconded by Ms. Kirchgessner, to increase Library Clerk with 5 years of experience to \$16.00/hour effective 7/21/22. 5 Ayes 0 Nays MOTION CARRIED

Library Director Evaluation Process presented by Lauren Frank

Programming Librarian to attend Association of Rural and Small Libraries Conference Sept. 2022

MOTION 202207-10: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, to approve Anne Rehor attending the conference at a cost not to exceed \$1810. 5 Ayes 0 Nays MOTION CARRIED

Budget 2023: Request to Adopt

MOTION 202207-11: A motion was made by Ms. Jurgens, seconded by Mr. Seigel, to adopt 2023 budget proposal as amended. 5 Ayes 0 Nays MOTION CARRIED

Appointments & Resignations

MOTION 202205-12: A motion was made by Ms. Jurgens, seconded by Mr. Seigel to accept all resignations and appointments of staff as listed. 5 Ayes 0 Nays MOTION CARRIED

Adjournment

MOTION 202205-13: A motion was made by Ms. Jurgens, seconded by Ms. Kirchgessner **to adjourn** at 7:00pm.
5 Ayes 0 Nays MOTION CARRIED

Board minutes respectfully submitted by Michele Goodenough, Library Assistant

Alan Seigel, Secretary _____ Date _____

DRAFT