

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

January 18, 2022

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, January 18, 2022. The meeting was presided over by President Lauren Frank who called the meeting to order at 6:33pm.

Present: Sean Arliss, Lauren Frank, Anne Jurgens, Michael Luebbert, Alan Seigel (joined virtually at 6:36pm), Sandra Hylen, Michele Goodenough, Jill Pierce and Mark D'Angelo

Approval of the Agenda

MOTION 202201-1: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve the agenda with the addition of the following:**

- **IX. New Business c. Consideration to change Trustee meeting start time to 6:00pm**

4 Ayes 0 Nays 1 Absent MOTION CARRIED

Approval of Minutes

The November 16, 2021 Board meeting minutes were approved.

The January 4, 2022 Special Meeting minutes were approved.

Public Comment

None

Town Liaison's Report

Mr. D'Angelo introduced himself and provided background and contact information.

Director's Report

MOTION 202201-2: A motion was made by Ms. Jurgens, seconded by Mr. Luebbert, **to approve the Director's report.** 5 Ayes 0 Nays MOTION CARRIED

6:53pm - Mr. D'Angelo left the meeting.

Financial Reports

MOTION 202201-3: A motion was made by Mr. Luebbert, seconded by Mr. Arliss, **to approve the November/December 2021 to date Budget as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 202201-4: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve the November 2021 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

Financial Reports (continued)

MOTION 202201-5: A motion was made by Mr. Luebbert, seconded by Mr. Arliss, **to approve the December 2021 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 202201-6: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to approve the following warrants:**

- 2021-12 \$57,442.59
- 2021-12-2 \$1,976.57
- 2022-01 \$2,729.85

5 Ayes 0 Nays MOTION CARRIED

MOTION 202201-7: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to approve the pre-authorization of routine payments as presented for 2022.** 5 Ayes 0 Nays MOTION CARRIED

Unfinished Business

The 2022 Library Budget was reviewed.

New Business

Conflict of Interest Policy: Trustee Annual Application – tabled until March 15, 2022 meeting

Plan for computer purchase/mediated purchase through PLS was presented

MOTION 202201-8: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve changing the Trustee meeting start time for future meetings to 6:00pm.** 5 Ayes 0 Nays MOTION CARRIED

Appointments/Resignations

MOTION 202201-9: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to approve the appointment of Michele English to the position of Part Time Library Clerk as presented.** 5 Ayes 0 Nays MOTION CARRIED

Executive Session

None

Adjournment

MOTION 202201-10: A motion was made by Ms. Jurgens, seconded by Mr. Arliss **to adjourn** at 7:36pm. 5 Ayes 0 Nays MOTION CARRIED

Board minutes respectfully submitted by Jill Pierce, recording clerk

Alan M. Seigel, Secretary _____ Date _____