

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

September 20, 2022

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, September 20, 2022. The meeting was presided over by President Lauren Frank who called the meeting to order at 5:00pm.

Present: Sean Arliss, Lauren Frank, Anne Jurgens, Gail Kirchgessner, Alan Seigel, Sandra Hysten, Michele Goodenough, Jill Pierce and Mark D'Angelo

Approval of the Agenda

MOTION 202209-1: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to approve the agenda as presented.** 5 Ayes 0 Nays MOTION CARRIED

Approval of Minutes

MOTION 202209-2: A motion was made by Mr. Seigel, seconded by Mr. Arliss, **to approve the July 19, 2022 Board Meeting minutes.** 5 Ayes 0 Nays MOTION CARRIED

The July 19, 2022 Board meeting minutes were approved.

Public Comment

None

Town Liaison's Report

Mr. D'Angelo commented on the budget discussion from the Town Board's September 19th meeting.

Director's Report

MOTION 202209-3: A motion was made by Ms. Jurgens, seconded by Mr. Seigel, **to approve the Director's report as presented.** 5 Ayes 0 Nays MOTION CARRIED

Financial Reports

MOTION 202209-4: A motion was made by Ms. Kirchgessner, seconded by Mr. Arliss, **to approve the July/August 2022 to date Budget as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 202209-5: A motion was made by Ms. Kirchgessner, seconded by Mr. Arliss, **to approve the July 2022 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 202209-6: A motion was made by Mr. Seigel, seconded by Ms. Jurgens, **to approve the August 2022 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

Financial Reports (continued)

MOTION 202209-7: A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve the following warrants:**

- 2022-07-02 \$1,195.34
- 2022-08 \$21,672.44
- 2022-08-02 \$1,036.08
- 2022-09 \$10,720.85

5 Ayes 0 Nays MOTION CARRIED

Unfinished Business

MOTION 202209-8: A motion was made by Ms. Jurgens, seconded by Mr. Seigel, **to approve proceeding with the posting of a Part Time Library Assistant position.** 5 Ayes 0 Nays MOTION CARRIED

The 2023 Budget was discussed.

New Business

MOTION 202209-9: A motion was made by Mr. Arliss, seconded by Mr. Seigel, **to approve the creation of a Compensation/Wage Committee that will meet on an ad hoc basis through January with Ms. Frank and Mr. Arliss to serve as members.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 202209-10: A motion was made by Ms. Jurgens, seconded by Ms. Kirchgessner, **to adopt Policy 5060 Trustee Education with the change as discussed.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 202209-11: A motion was made by Ms. Jurgens, seconded by Ms. Kirchgessner, **to adopt the Fixed Assets list as updated September 2022.** 5 Ayes 0 Nays MOTION CARRIED

Further discussion of EAP was tabled until the November 15th meeting.

Appointments/Resignations

MOTION 202209-12: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve the addition of part time temporary high school page, Isabelle Crandall as presented in memo dated September 12, 2022.** 5 Ayes 0 Nays MOTION CARRIED

6:54pm - Mr. D'Angelo left the meeting.

Executive Session

MOTION 202209-13: A motion was made by Mr. Arliss, seconded by Mr. Seigel, **to enter into Executive Session at 6:58pm to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.**

5 Ayes 0 Nays MOTION CARRIED

6:58pm – Ms. Hylen, Ms. Goodenough and Ms. Pierce left the meeting.

7:01pm – Ms. Hylen left the meeting.

7:30pm – Ms. Hylen re-entered the meeting

Adjournment

The meeting was adjourned at 8:05pm.

Board minutes respectfully submitted by Jill Pierce, recording clerk

Alan Seigel, Secretary _____ Date _____