

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

January 17, 2023

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, January 17, 2023. The meeting was presided over by President Lauren Frank who called the meeting to order at 5:02pm.

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

Approval of the Agenda

MOTION 20230117-1: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve the agenda with the following addition:**

- **IX. New Business g. Promotional Information: Meet the Trustees**

5 Ayes 0 Nays MOTION CARRIED

Approval of Minutes

MOTION 20230117-2: A motion was made by Ms. Jurgens, seconded by Mr. Seigel, **to approve the November 15, 2022 Board Meeting minutes.** 5 Ayes 0 Nays MOTION CARRIED

Public Comment

None

Town Liaison's Report

None

Director's Report

MOTION 20230117-3: A motion was made by Ms. Kirchgessner, seconded by Mr. Seigel, **to approve the Director's report as presented.** 5 Ayes 0 Nays MOTION CARRIED

Financial Reports

MOTION 20230117-4: A motion was made by Ms. Jurgens, seconded by Ms. Kirchgessner, **to approve the November/December 2022 to date Budget as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20230117-5: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve the November 2022 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20230117-6: A motion was made by Mr. Seigel, seconded by Mr. Arliss, **to approve the December 2022 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

Financial Reports (continued)

MOTION 20230117-7: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve the following warrants:**

- 2022-11-2 \$66,970.44
- 2022-12 \$3,026.36
- 2022-12-2 \$913.90
- 2022-12-3 \$357.68
- 2023-01 \$16,025.13

5 Ayes 0 Nays MOTION CARRIED

MOTION 20230117-8: A motion was made by Ms. Kirchgessner, seconded by Mr. Seigel, **to approve the pre-authorization of routine payments as presented for 2023.** 5 Ayes 0 Nays MOTION CARRIED

Unfinished Business

MOTION 20230117-9: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to adopt the 2023 Budget.** 5 Ayes 0 Nays MOTION CARRIED

NYSL Library Construction Grant – OPL has received all but 10% of the grant money. The remaining 10% will be received upon completion of construction. OPL will be filing for an extension.

New Business

MOTION 20230117-10: A motion was made by Mr. Arliss, seconded by Mr. Seigel, **to adopt the FFRPL Grant Report.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20230117-11: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to adopt the amendment of the 2020 OPL Strategic Plan from period covering 2020-2023 to 2020-2024.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20230117-12: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to adopt the Policy on Enforcement of Public Safety Code for the interim as discussed.** 5 Ayes 0 Nays MOTION CARRIED

The meeting time for the March 21, 2023 OPL Trustee Board meeting will be changed to 4:00pm.

OWWL opportunities for Trustee education were provided.

Combating Sexual Harassment in the Workplace training for Trustees was discussed.

Inclusion of brief bios in a “Meet the Trustees” section of promotional materials was discussed.

Appointments/Resignations

MOTION 20230117-13: A motion was made by Ms. Jurgens, seconded by Mr. Seigel, **to approve the appointment of Lisa Powers to the position of Part Time Programming Clerk as presented.**

5 Ayes 0 Nays MOTION CARRIED

Executive Session

MOTION 20230117-14: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to enter into Executive Session at 6:46pm to discuss a matter of potential legal action.** 5 Ayes 0 Nays MOTION CARRIED

6:46pm – Ms. Goodenough and Ms. Pierce left the meeting.

7:20pm – Ms. Jurgens left the meeting

7:51pm - reconvene

Adjournment

MOTION 20230117-15: A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner **to adjourn** at 7:56pm. 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Board minutes taken by Recording Clerk, _____ on _____
Jill Pierce date

Respectfully submitted by Secretary, _____ on _____
Alan Seigel date