

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

January 16, 2024

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, January 16, 2024. 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, Alan Seigel, Sandra Hylen, Michele Goodenough, Jill Pierce

Absent: Gail Kirchgessner (excused)

The Ontario Public Library Mission Statement was read aloud by Mr. Arliss.

Approval of the Agenda

MOTION 20240116-1: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to approve the agenda as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Approval of Minutes

The November 14, 2023 Board meeting minutes were approved.

Public Comment

None

Trustee Comments

General comments received.

Town Liaison's Report

None

Director's Report

MOTION 20240116-2: A motion was made by Ms. Jurgens, seconded by Mr. Seigel, **to approve the Director's report as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Financial Reports

MOTION 20240116-3: A motion was made by Mr. Arliss, seconded by Mr. Seigel **to approve the November/December 2023 to date Budget as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20240116-4: A motion was made by Mr. Seigel, seconded by Mr. Arliss, **to approve the November 2023 bank reconciliation as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20240116-5: A motion was made by Mr. Arliss, seconded by Mr. Seigel, **to approve the December 2023 bank reconciliation as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20240116-6: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to approve payment of the three warrants in the amount totaling: \$24,921.55.**

- 2023-12 \$4,481.95
- 2023-12-2 \$19,125.36
- 2023-12-3 \$1,314.24

4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20240116-7: A motion was made by Mr. Arliss, seconded by Mr. Seigel, **to approve the pre-authorization of routine payments as presented for 2024.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Unfinished Business

MOTION 20240116-8: A motion was made by Ms. Jurgens, seconded by Mr. Seigel, **to adopt the 2024 Budget.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20240116-9: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to approve the updated 2024 operating calendar.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

New Business

MOTION 20240116-10: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to adopt the MMB+Co. independent audit proposal for fiscal year 2023.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20240116-11: A motion was made by Mr. Seigel, seconded by Ms. Jurgens, **to adopt the Friends & Foundation of RPL Grant 2023 Report.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20240116-12: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to adopt Policy 5060: Trustee Education and Self-Assurance Form as revised.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20240116-13: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to adopt Policy 2090: Anti-Harassment and Complaint Form as revised.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Appointments/Resignations

MOTION 20240116-14: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve the temporary appointment of Nathanael Szymanski as a part-time high school page.**

4 Ayes 0 Nays 1 Absent MOTION CARRIED

Executive Session

None

Adjournment

MOTION 20240116-15: A motion was made by Mr. Arliss, seconded by Mr. Seigel **to adjourn** at 7:06pm.
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

DRAFT