

## Ontario Public Library

### Minutes for the special meeting of the Board of Trustees

October 21, 2024

Approved 11/19/24

The special meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, September 17, 2024. The meeting was presided over by President Lauren Frank who called the meeting to order at 5:30pm.

**Present:** Sean Arliss, Lauren Frank, Anne Jurgens, Gail Kirchgessner, Anne Rehor, Michele Goodenough, Jill Pierce

Absent: Alan Seigel

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

Ms. Kirchgessner agreed to serve as Acting Secretary.

#### Approval of the Agenda

**MOTION 20241021-1:** A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to approve the agenda with the following changes/additions:**

- **change X. Next Regular Board Meeting to November 19, 2024**
- **add VII. New Business e. Purchase Directors & Officers Insurance**

4 Ayes 0 Nays 1 Absent MOTION CARRIED

#### Approval of Minutes

**MOTION 20241021-2:** A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve the September 17, 2024 Board meeting minutes as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

#### Public Comment

None

#### Town Liaison's Report

None

#### Trustee Comments

Ms. Frank reminded Trustees of the open house at OWWL headquarters on Wednesday, November 13<sup>th</sup> – registration is required. Also, a FOIL webinar is upcoming for anyone interested.

#### New Business

Action on the Indemnification Clause was postponed.

**New Business (continued)**

**MOTION 20241024-3:** A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to provide notice of plans to amend Policy 5030 of the Bylaws to add Workers Compensation Insurance and Directors and Officers Insurance at the next regular Trustee Board meeting on November 19, 2024.**

4 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 20241024-4:** A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to replace Policy 4010: FOIL with the new FOIL policy as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 20241024-5:** A motion was made by Ms. Jurgens, seconded by Ms. Kirchgessner, **to approve the 2025 operating calendar as amended.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 20241021-6:** A motion was made by Ms. Jurgens, seconded by Ms. Kirchgessner, **to approve the purchase of Directors and Officers insurance.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

**Unfinished Business**

**MOTION 20241021-7:** A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve the Library Director job description as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Construction grant – A meeting with LaBella representatives is scheduled for 11:00am on October 29<sup>th</sup> at Ontario Public Library.

**Executive Session**

**MOTION 20241021-8:** A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to enter into Executive Session at 6:14pm 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.**

4 Ayes 0 Nays 1 Absent MOTION CARRIED

6:14pm – A. Rehor left

6:27 reconvene

**Adjournment**

**MOTION 20241021-9:** A motion was made by Ms. Jurgens, seconded by Mr. Arliss **to adjourn** at 6:36pm.

4 Ayes 0 Nays 1 Absent MOTION CARRIED

Board minutes taken by Recording Clerk, \_\_\_\_\_ on \_\_\_\_\_  
Jill Pierce date

Respectfully submitted by Acting Secretary, \_\_\_\_\_ on \_\_\_\_\_  
Gail Kirchgessner date