

## Ontario Public Library

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

April 15, 2025

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, April 15, 2025. The meeting was presided over by President Lauren Frank who called the meeting to order at 5:00pm.

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

Absent: Rachel Lee (excused)

The Ontario Public Library Mission Statement was read aloud by Ms. Jurgens.

#### **Approval of the Agenda**

**MOTION 20250415-1:** A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve the agenda as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

#### **Approval of Minutes**

**MOTION 20250415-2:** A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve the March 18, 2025 Board meeting minutes as presented.** 3 Ayes 0 Nays 1 Absent 1 Abstention (Jurgens)  
MOTION CARRIED

#### **Public Comment**

None

#### **Trustee Comments**

General comments were received.

#### **Town Updates**

Ms. Rehor relayed general updates received during last week's Department Head meeting and other interactions with Town employees.

#### **Old Business**

Board Role Reports – Board members provided updates as applicable.

### Policies to Approve

**MOTION 20250415-3:** A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to adopt Policy 2060 Attendance and Leave as amended.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 20250415-4:** A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to remove Policy 2075 ALA Security Employment.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 20250415-5:** A motion was made by Ms. Kirchgessner, seconded by Mr. Arliss, **to adopt Policy 2098 Volunteers as amended.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 20250415-6:** A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to adopt Policy 4010 Records Access Policy (FOIL) as amended.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

**MOTION 20250415-7:** A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to adopt Policy 4020.3 Fine and Fee Schedule as amended.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

### New Business

The Law Enforcement Policy was discussed.

**MOTION 20250415-8:** A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to adopt the revision to Policy 5030 Trustee Duties and Responsibilities as discussed.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Purposes for purchasing a Library cell phone were discussed.

### Appointments/Resignations

Ms. Rehor gave a status update on the Programming Clerk hiring process.

### Executive Session

None

### Adjournment

**MOTION 20250415-9:** A motion was made by Ms. Jurgens, seconded by Ms. Kirchgessner **to adjourn** at 6:46pm. 4 Ayes 0 Nays 1 Absent MOTION CARRIED

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

on \_\_\_\_\_  
date

Respectfully submitted by Secretary, \_\_\_\_\_  
Gail Kirchgessner

on \_\_\_\_\_  
date