

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

June 17, 2025

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, June 17, 2025. The meeting was presided over by President Lauren Frank who called the meeting to order at 5:03pm.

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

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

Approval of the Agenda

MOTION 20250617-1: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the agenda with the following addition:**

- **9. New Business B. Branding Proposal Budget**

5 Ayes 0 Nays MOTION CARRIED

Approval of Minutes

MOTION 20250617-2: A motion was made by Ms. Lee, seconded by Mr. Arliss, **to approve the May 20, 2025 Board meeting minutes as presented.** 4 Ayes 0 Nays 1 Abstention (Kirchgessner) MOTION CARRIED

Public Comment

None

Trustee Comments

General comments were received.

Town Updates

Ms. Rehor has a meeting next week with the Town regarding insurance coverage.

Old Business

Board Role Reports – Board members provided updates as applicable.

MOTION 20250617-3: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to adopt Policy 4064 Financial Controls as amended.** 5 Ayes 0 Nays MOTION CARRIED

Old Business (continued)

MOTION 20250617-4: A motion was made by Ms. Lee, seconded by Ms. Jurgens, **to adopt Policy 4001 Open Meeting Law with changes as discussed.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20250617-5: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to accept the estimated award amount of \$107,410 for Phase II of Construction.** 5 Ayes 0 Nays MOTION CARRIED

New Business

MOTION 20250617-6: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to adopt the following changes to the Trustee Board meeting schedule:**

- **Monday, July 14th 5:00pm, new time: Monday, July 14th 5:30pm**
- **Tuesday, November 18th 5:00pm, new date: Monday, November 17th 4:30pm**

5 Ayes 0 Nays MOTION CARRIED

MOTION 20250617-7: A motion was made by Ms. Lee, seconded by Ms. Kirchgessner, **to adopt a branding proposal budget of \$5,000.** 5 Ayes 0 Nays MOTION CARRIED

Executive Session

MOTION 20250617-8: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to enter into Executive Session at 6:39pm 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

6:39pm – Ms. Rehor & Ms. Pierce left

7:15pm reconvene

Adjournment

MOTION 20250617-9: A motion was made by Mr. Arliss, seconded by Ms. Jurgens **to adjourn** at 7:15pm.
5 Ayes 0 Nays MOTION CARRIED

Board minutes taken by Recording Clerk, _____
Jill Pierce

on _____
date

Respectfully submitted by Secretary, _____
Gail Kirchgessner

on _____
date