

## Ontario Public Library

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

June 17, 2025

Approved 7/14/25

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 14<sup>th</sup> 5:00pm, new time: Monday, July 14<sup>th</sup> 5:30pm**
- **Tuesday, November 18<sup>th</sup> 5:00pm, new date: Monday, November 17<sup>th</sup> 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, \_\_\_\_\_ on \_\_\_\_\_  
Jill Pierce date

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