

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

May 20, 2025

Approved 6/17/25

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, May 20, 2025. The meeting was presided over by President Lauren Frank who called the meeting to order at 5:00pm.

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

Absent: Gail Kirchgessner (excused)

Lauren Frank served as acting secretary.

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

Approval of the Agenda

MOTION 20250520-1: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve the agenda with the following revisions/additions:**

- **XIII. Next Board Meeting: Tuesday, ~~April 15~~ June 17, 2025 at 5:00pm**
- **XI. Unfinished Business a. Programming Clerk Hire Update - add "Action: Vote"**
- **Add XI.5 New Business a. Retain legal counsel for updated Town/OPL agreement**
- **IV. Approval of Minutes from meeting held ~~February 25, 2025~~ April 15, 2025**

4 Ayes 0 Nays 1 Absent MOTION CARRIED

Approval of Minutes

MOTION 20250520-2: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to approve the April 15, 2025 Board meeting minutes as presented.** 3 Ayes 0 Nays 1 Abstention (Lee) MOTION CARRIED

Public Comment

None

Trustee Comments

General comments were received.

Audit Presentation

Mike DeBadts of MMB presented auditing options available to the Library.

5:19pm – Mr. DeBadts left

Director's Report

MOTION 20250520-3: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the Director's report as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Financial Reports

MOTION 20250520-4: A motion was made by Ms. Lee, seconded by Mr. Arliss **to approve the March 2025 Budget as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250520-5: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the March 2025 bank reconciliation as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250520-6: A motion was made by Ms. Lee, seconded by Ms. Jurgens **to approve the April 2025 Budget as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250520-7: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the April 2025 bank reconciliation as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250520-8: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve payment of the four warrants in the amount totaling: \$25,206.40.**

- 2025-03-2 \$1,238.37
- 2025-04 \$10,468.22
- 2025-04-2 \$1,318.02
- 2025-05 \$12,181.79

4 Ayes 0 Nays 1 Absent MOTION CARRIED

Unfinished Business

MOTION 20250520-9: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the hiring of the Programming Clerk as presented in the Director's memo with salary to be within the previously approved range.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250520-10: A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve the telecommunications update with NFP at a cost of up to \$10,000.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Board Role Reports – Board members provided updates as applicable.

New Business

MOTION 20250520-11: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to approve the retention of Stephanie Cole Adams as legal counsel for review of the forthcoming agreement between the Town of Ontario and Ontario Public Library at a cost of up to \$10,000.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Executive Session

MOTION 20250520-12: A motion was made by Ms. Jurgens, seconded by Mr. Arliss, **to enter into Executive Session at 6:28pm 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

6:28pm – Ms. Pierce left

8:36pm reconvene

Adjournment

MOTION 20250520-13: A motion was made by Ms. Lee, seconded by Ms. Jurgens **to adjourn** at 8:37pm.
4 Ayes 0 Nays 1 Absent MOTION CARRIED

Board minutes taken by Recording Clerk, _____ on _____
Jill Pierce date

Respectfully submitted by Acting Secretary, _____ on _____
Lauren Frank date