

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

September 8, 2025

The regular meeting of the Board of Trustees was held at Ontario Public Library on Monday, September 8, 2025. The meeting was presided over by President Lauren Frank who called the meeting to order at 4:35pm.

Present: Sean Arliss, Lauren Frank, Gail Kirchgessner, Rachel Lee, Anne Rehor, Michele Goodenough, Jill Pierce, a member of the public

Absent (Excused): Anne Jurgens

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

Approval of the Agenda

MOTION 20250908-1: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the agenda with the following additions:**

- **8. Director's Report and Statistics - add "Action: Vote"**
- **11. Old Business d. Items to be Deaccessioned Action: Vote**

4 Ayes 0 Nays 1 Absent MOTION CARRIED

Approval of Minutes

MOTION 20250908-2: A motion was made by Ms. Kirchgessner, seconded by Ms. Lee, **to approve the August 19, 2025 Board meeting minutes as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Public Comment

None

Trustee Comments

General comments were received.

Town Updates

Addressed in Director's Report.

Director's Report

MOTION 20250908-3: A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve the Director's report as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Insurance Presentations

None

Financial Reports

MOTION 20250908-4: A motion was made by Ms. Lee, seconded by Mr. Arliss **to approve the July 2025 Budget as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250908-5: A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve the July 2025 bank reconciliation as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250908-6: A motion was made by Ms. Lee, seconded by Mr. Arliss **to approve the August 2025 Budget as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250908-7: A motion was made by Ms. Kirchgessner, seconded by M. Arliss, **to approve the August 2025 bank reconciliation as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250908-8: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve payment of the four warrants in the amount totaling: \$24,914.83.**

- 2025-07-2 \$824.32
- 2025-08 \$12,354.48
- 2025-08-2 \$1,743.48
- 2025-09 \$9,992.55

4 Ayes 0 Nays 1 Absent MOTION CARRIED

Unfinished Business

MOTION 20250908-9: A motion was made by Ms. Lee, seconded by Mr. Arliss, **to approve the purchase of computers and monitors not to exceed \$3,500 to replace the public computers.**
4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250908-10: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to table action on Property Insurance Quotes.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250908-11: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the proposed 2026 Budget as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 20250908-12: A motion was made by Ms. Lee, seconded by Mr. Arliss, **to approve the deaccession of the items as presented on the list dated 9/8/25.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Board Role Reports

Board members provided updates as applicable.

New Business

MOTION 20250908-13: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to adopt the 2024 Annual Report to the Community as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Executive Session

MOTION 20250908-14: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to enter into Executive Session at 5:58pm 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

6:00pm – Ms. Pierce left

6:29pm reconvene

Adjournment

MOTION 20250908-15: A motion was made by Mr. Arliss, seconded by Ms. Lee **to adjourn** at 6:32pm.
4 Ayes 0 Nays 1 Absent MOTION CARRIED

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

Respectfully submitted by Secretary, _____ on _____
Gail Kirchgessner date