

## Ontario Public Library

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

October 21, 2025

Approved 11/17/25

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, October 21, 2025. The meeting was presided over by President Lauren Frank who called the meeting to order at 5:00pm.

**Present:** Lauren Frank, Anne Jurgens, Gail Kirchgessner, Rachel Lee, Anne Rehor, Michele Goodenough, Jill Pierce, two members of the public

**Absent (Excused):** Sean Arliss

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

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

**MOTION 20251021-1:** A motion was made by Ms. Lee, seconded by Ms. Jurgens, **to approve the agenda as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

#### **Approval of Minutes**

**MOTION 20251021-2:** A motion was made by Ms. Kirchgessner, seconded by Ms. Lee, **to approve the September 8, 2025 Board meeting minutes as presented.** 3 Ayes 0 Nays 1 Abstention (Jurgens) 1 Absent MOTION CARRIED

#### **Public Comment**

None

#### **Insurance Presentation**

Zac Terpolilli of Canandaigua Insurance Agency presented a businessowners insurance proposal.

5:38pm – Mr. Terpolilli left

**MOTION 20251021-3:** A motion was made by Ms. Jurgens, seconded by Ms. Lee, **to appropriate up to \$3,500 for Businessowners Insurance.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

#### **Trustee Comments**

General comments were received.

#### **Town Updates**

The Town budget is not set – a budget workshop meeting is being held October 22, 2025.

Ms. Rehor met with new Councilman, Dan Brake.

### **Board Role Reports**

Board members provided updates as applicable.

### **Unfinished Business**

**MOTION 20251021-4:** A motion was made by Ms. Lee, seconded by Ms. Jurgens, **to delete Policy 5050 Library Trustee & Public Relations.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

### **New Business**

**MOTION 20251021-5:** Ms. Lee moves that the Ontario Public Library Board of Trustees affirms that the library is in full compliance with the New York State Minimum Standards for Public and Association Libraries as outlined in Commissioner's Regulation §90.2, and further directs Anne Rehor to email the Executive Director of the OWWL Library System a link to the board meeting minutes once they are posted to the library's website, within two weeks of the meeting, in accordance with the New York State Open Meetings Law. Ms. Jurgens seconds, and the motion passes unanimously. (4 Ayes 0 Nays 1 Absent MOTION CARRIED)

Emily Birch received a 2025 OWWL Library Systems Continuing Education Grant to attend NYLA.

OWWL Evergreen price updates were reviewed.

The 2025 OWWL Library System Annual meeting is Wednesday, November 12<sup>th</sup> – registration is required. Ms. Rehor and Ms. Frank will each be receiving an award.

**MOTION 20251021-6:** A motion was made by Ms. Kirchgessner, seconded by Ms. Jurgens, **to approve the deaccession of the items as presented on the list dated 10/21/25.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

6:41pm – Mr. Rohnke left

6:42pm – Ms. Pierce left

### **Executive Session**

**MOTION 20251021-7:** A motion was made by Ms. Lee, seconded by Ms. Jurgens, **to enter into Executive Session at 6:43pm 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

7:27pm reconvene

**MOTION 20251021-8:** A motion was made by Ms. Lee, seconded by Ms. Kirchgessner, **to recommend to the Ontario Town Board that Scott Rohnke be appointed as Library Trustee to serve a term beginning January 1, 2026 through December 31, 2030.** 3 Ayes 0 Nays 1 Abstention (Jurgens) 1 Absent MOTION CARRIED

**Adjournment**

**MOTION 20251021-9:** A motion was made by Ms. Lee, seconded by Ms. Jurgens **to adjourn** at 7:32pm.

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

Deaccession List Ontario Public Library 10/21/2025

- Microfiber Blonde Couch
- Art Wall Strip including poster
- Study Carrel
- Three Red Chairs in Fiction with Matching Table
- Rectangular Table by Circulation Desk
- 9 Wooden Desk Chairs (including 4 Blue Fabric Bottom Chairs)
- Wooden Spindle Table with Green Legs
- 23 Double sided Metal Shelving Units 90 in - Fiction
- 19 Double sided Metal Shelving Units 90 in - Nonfiction
- 8 Double sided Metal Shelving Units 90 in - Large Print
- 5 Double sided Metal Shelving Units 90 in - Large Print/New Books
- 16 90in Shelf Ends