

## Ontario Public Library

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

December 16, 2025

Approved 1/20/26

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, December 16, 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, Gail Kirchgessner, Rachel Lee, Anne Rehor, Michele Goodenough, Jill Pierce, one member of the public

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

#### Approval of the Agenda

**MOTION 20251216-1:** A motion was made by Ms. Jurgens, seconded by Ms. Kirchgessner, **to approve the agenda with the following changes:**

- Change agenda title date from December 17 to December 16
- Move Trustee Comments to end of meeting

5 Ayes 0 Nays MOTION CARRIED

#### Approval of Minutes

**MOTION 20251216-2:** A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to approve the November 17, 2025 Board meeting minutes as presented.** 5 Ayes 0 Nays MOTION CARRIED

#### Public Comment

None

#### Town Updates

OWWL recognition awards for Ms. Frank and Ms. Rehor were acknowledged by D. Hibbard at the Town meeting.

The Town may move S. Rohnke's affirmation to the December 22, 2025 Board meeting.

#### Board Role Reports

Board members provided updates as applicable.

#### Unfinished Business

**MOTION 20251216-3:** A motion was made by Ms. Lee, seconded by Mr. Arliss, **to approve the 2026 final budget as adopted by the Ontario Town Board on November 18, 2025.** 5 Ayes 0 Nays MOTION CARRIED

**Unfinished Business (continued)**

**MOTION 20251216-4:** A motion was made by Mr. Arliss, seconded by Ms. Lee **to adopt the salaries as budgeted for in the 2026 budget beginning January 1, 2026.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20251216-5:** A motion was made by Ms. Lee, seconded by Ms. Jurgens, **to continue with the 2025 health care plan for 2026.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20251216-6:** A motion was made by Mr. Arliss, seconded by Ms. Jurgens, **to adopt the pay schedule for staff during construction.** 5 Ayes 0 Nays MOTION CARRIED

**New Business**

**MOTION 20251216-7:** A motion was made by Ms. Kirchgessner, seconded by Ms. Jurgens, **to approve the Strategic Plan: 2026-2028 as presented.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20251216-8:** A motion was made by Ms. Lee, seconded by Mr. Arliss, **to approve the deaccession of the items as presented on the list dated 12/16/25 with the addition of the circulation desk.**

5 Ayes 0 Nays MOTION CARRIED

**MOTION 20251216-9:** A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the pre-authorization of routine payments as presented for 2026.** 5 Ayes 0 Nays MOTION CARRIED

**Trustee Comments**

General comments were received.

**Executive Session**

**None**

**Adjournment**

**MOTION 20251216-10:** A motion was made by Ms. Jurgens, seconded by Mr. Arliss **to adjourn** at 5:58pm.  
5 Ayes 0 Nays 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 12/16/25

- All Wooden shelving behind circulation desk attached to wall and the circulation desk.
- Polycom Full Duplex Conference Phone
- **Circulation Desk**