

## Ontario Public Library

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

March 17, 2026

Approved 4/21/26

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, March 17, 2026. The meeting was presided over by President Lauren Frank who called the meeting to order at 4:00pm.

**Present:** Sean Arliss, Lauren Frank, Gail Kirchgessner, Rachel Lee, Scott Rohnke, Anne Rehor, Michele Goodenough, Jill Pierce

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

#### Approval of the Agenda

**MOTION 20260317-1:** A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve the agenda as presented.** 5 Ayes 0 Nays MOTION CARRIED

#### Approval of Minutes

**MOTION 20260317-2:** A motion was made by Ms. Lee, seconded by Mr. Rohnke, **to approve the February 17, 2026 Board meeting minutes as presented.** 5 Ayes 0 Nays MOTION CARRIED

#### Public Comment

None

#### Trustee Comments

None

#### Town/Construction Updates

Ms. Rehor will attend the leadership/team building training session with Town department heads and other Town staff on March 24, 2026.

OPL received notification that the shelves will be arriving March 19<sup>th</sup> – earlier than expected.

Reopening party was discussed.

#### Financial Reports

**MOTION 20260317-3:** A motion was made by Mr. Arliss, seconded by Ms. Lee **to approve the February 2026 Budget Income with corrections.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260317-4:** A motion was made by Ms. Lee, seconded by Ms. Kirchgessner **to approve the February 2026 Budget Expenses as presented.** 5 Ayes 0 Nays MOTION CARRIED

### Financial Reports (continued)

**MOTION 20260317-5:** A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the February 2026 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260317-6:** A motion was made by Mr. Arliss, seconded by Mr. Rohnke, **to approve payment of the two warrants in the amount totaling: \$95,516.37.**

- 2026-02-2           \$4,885.60
- 2026-03            \$90,630.77

5 Ayes 0 Nays MOTION CARRIED

### Old Business

**MOTION 20260317-7:** A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve the purchase of new shelving for the main room renovation at an anticipated cost of \$43,000.**

5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260317-8:** A motion was made by Ms. Lee, seconded by Mr. Arliss, **to adopt Policy 4000.2 Public Use of Library Computers, Network, WiFi Including Internet as amended.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260317-9:** A motion was made by Ms. Lee, seconded by Mr. Arliss, **to adopt Policy 4002 Library Code of Conduct as amended.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260317-10:** A motion was made by Mr. Arliss, seconded by Ms. Lee, **to adopt Policy 4080 Community Room/Study Room Policy as amended.** 5 Ayes 0 Nays MOTION CARRIED

Board Role Reports - Board members provided updates as applicable.

### New Business

A book banning workshop led by Ron Kirsop for the Trustees and Emily Birch will be planned for September or October.

Town Board meeting dates to attend were discussed.

- Mondays – 3/23 (SA), 4/13 (AR), 4/27 (SR), 5/11 (AR), 6/8 (AR), 6/22 (LF), 7/13 (AR), 7/27 (GK)
- Tuesday – 5/26 (RL)

**MOTION 20260317-11:** A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the purchase of furniture for the main room renovation not to exceed a cost of \$10,000.** 5 Ayes 0 Nays MOTION CARRIED

The OWWL suggested Financial Oversight and Audit Cycle Policy was discussed.

Policies for review at the April meeting were announced.

- 1060: Customer Service for Members and Visitors
- 2015 Staff Conduct
- 2017: Employment

**Executive Session**

None

**Adjournment**

**MOTION 20260317-12:** A motion was made by Mr. Rohnke, seconded by Ms. Kirchgessner **to adjourn** at 6:00pm. 5 Ayes 0 Nays MOTION CARRIED

Board minutes taken by Recording Clerk, \_\_\_\_\_  
Jill Pierce

on \_\_\_\_\_  
date

Respectfully submitted by Secretary, \_\_\_\_\_  
Rachel Lee

on \_\_\_\_\_  
date