

## Ontario Public Library

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

April 21, 2026

Approved 5/26/26

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, April 21, 2026. The meeting was presided over by President Lauren Frank who called the meeting to order at 5:00pm.

**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 Mr. Rohnke.

#### Approval of the Agenda

**MOTION 20260421-1:** A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the agenda as presented.** 5 Ayes 0 Nays MOTION CARRIED

#### Approval of Minutes

**MOTION 20260421-2:** A motion was made by Ms. Lee, seconded by Ms. Kirchgessner, **to approve the March 17, 2026 Board meeting minutes as amended.** 5 Ayes 0 Nays MOTION CARRIED

#### Public Comment

None

#### Trustee Comments

None

#### Town/Construction Updates

Ms. Rehor will attend the department head meeting on April 22, 2026.

Ms. Rehor gave an update on the Library construction.

#### Director's Report

**MOTION 20260421-3:** A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve the Director's report as presented.** 5 Ayes 0 Nays MOTION CARRIED

#### Financial Reports

**MOTION 20260421-4:** A motion was made by Ms. Lee, seconded by Mr. Arliss **to approve the March 2026 Budget as presented.** 5 Ayes 0 Nays MOTION CARRIED

### Financial Reports (continued)

**MOTION 20260421-5:** A motion was made by Mr. Arliss, seconded by Mr. Rohnke, **to approve the March 2026 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260421-6:** A motion was made by Mr. Arliss, seconded by Ms. Kirchgessner, **to approve payment of the two warrants in the amount totaling: \$182,502.77.**

- 2026-03-2      \$123,964.47
- 2026-04        \$58,538.30

5 Ayes 0 Nays MOTION CARRIED

### Old Business

The OWWL suggested Financial Oversight and Audit Cycle Policy was discussed. Further discussion/action will be added to the November 17<sup>th</sup> Board meeting agenda.

**MOTION 20260421-7:** A motion was made by Mr. Arliss, seconded by Ms. Lee, **to adopt Policy 1060 Customer Service for Members and Visitors as amended.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260421-8:** A motion was made by Mr. Arliss, seconded by Mr. Rohnke, **to adopt Policy 2015 Staff Conduct with the copy edits as presented.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260421-9:** A motion was made by Mr. Rohnke, seconded by Mr. Arliss, **to adopt Policy 2017 Employment as amended.** 5 Ayes 0 Nays MOTION CARRIED

Board Role Reports – no updates at this time

### New Business

**MOTION 20260421-10:** A motion was made by Mr. Rohnke, seconded by Mr. Arliss, **to approve the transfer of \$203,522.00 from the Capital Reserve Fund into the Operating Budget to pay for construction bills.**

5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260421-11:** A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the deaccession of four book trucks, three children's step stools and the teen area rug.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260120-12:** A motion was made by Ms. Lee, seconded by Mr. Arliss, **to approve Ontario Public Library's 2025 Annual Report for Public and Association Libraries.** 5 Ayes 0 Nays MOTION CARRIED

**MOTION 20260421-13:** A motion was made by Mr. Rohnke, seconded by Ms. Lee, **to approve the change for the May Trustee meeting from May 19<sup>th</sup> at 5:00pm to May 26<sup>th</sup> at 4:30pm.** 5 Ayes 0 Nays MOTION CARRIED

Policies for review at the May meeting were announced.

- 4000.1 Library Materials, Services and Programs
- 4005.7 Diversity in Collection Development

**Executive Session**

None

**Adjournment**

**MOTION 20260421-14:** A motion was made by Mr. Rohnke, seconded by Mr. Arliss **to adjourn** at 6:59pm.  
5 Ayes 0 Nays MOTION CARRIED

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

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