

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

May 26, 2026

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, May 26, 2026. The meeting was presided over by President Lauren Frank who called the meeting to order at 4:30pm.

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.

4:32pm - Ms. Pierce arrived

Approval of the Agenda

MOTION 20260526-1: A motion was made by Ms. Lee, seconded by Mr. Arliss, **to approve the agenda with the following additions/changes:**

- under 9. Financial Report c. Warrants: change totaling \$76,896.35 to \$73,896.53
- under 10. Old Business a. Discussion of Construction Finances: add "Action: Vote"
- under 11. New Business: add f. homework: review & consider Direct Access Plan for June 16th meeting

5 Ayes 0 Nays MOTION CARRIED

Approval of Minutes

MOTION 20260526-2: A motion was made by Ms. Lee, seconded by Ms. Kirchgessner, **to approve the April 21, 2026 Board meeting minutes as presented.** 5 Ayes 0 Nays MOTION CARRIED

Public Comment

None

Trustee Comments

General comments were received.

Town Updates

Early voting will be available at the Ontario Town Hall June 13 – 21, 2026.

Director's Report

Additional highlights:

- Ms. Birch won an arts grant – OPL will be partnering with a local artist for several glass working programs.
- Town of Ontario newsletters went out.
- OPL signage was installed May 22nd.

MOTION 20260526-3: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to approve the Director's report as presented.** 5 Ayes 0 Nays MOTION CARRIED

Financial Reports

MOTION 20260526-4: A motion was made by Ms. Lee, seconded by Mr. Arliss **to approve the April 2026 Budget as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20260526-5: A motion was made by Mr. Arliss, seconded by Mr. Rohnke, **to approve the April 2026 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20260526-6: A motion was made by Ms. Kirchgessner, seconded by Mr. Rohnke, **to approve payment of the two warrants in the amount totaling: \$73,896.35.**

- 2026-04-2 \$46,957.02
- 2026-05 \$12,504.68
- 206-05-2 \$14,434.65

5 Ayes 0 Nays MOTION CARRIED

Old Business

MOTION 20260526-7: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to allocate up to \$90,000 for additional changes to the 2026 construction aid project.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20260526-8: A motion was made by Mr. Arliss, seconded by Mr. Rohnke, **to adopt the amended Policy 2015: Staff Conduct as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20260526-9: A motion was made by Ms. Lee, seconded by Ms. Kirchgessner, **to adopt Policy 4000.1: Programming Policy as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20260526-10: A motion was made by Mr. Arliss, seconded by Ms. Lee, **to remove Policy 4005.7: Diversity in Collection Development.** 5 Ayes 0 Nays MOTION CARRIED

Board Role Reports - Board members provided updates as applicable.

New Business

MOTION 20260526-11: A motion was made by Mr. Arliss, seconded by Mr. Rohnke, **to approve the transfer of \$3,781.00 from the Capital Reserve Fund to the General Operating Budget to cover the cost of new Main Room furniture.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20260526-12: A motion was made by Ms. Lee, seconded by Ms. Kirchgessner, **to approve the deaccession of the items as presented on the list dated 5/26/26.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20260526-13: A motion was made by Mr. Rohnke, seconded by Mr. Arliss, **to approve all necessary and allowable expenses up to \$2,000 for the attendance of Emily Birch at the ARCL Conference in Buffalo from October 1-3, 2026.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 20260526-14: A motion was made by Ms. Lee, seconded by Mr. Arliss, **to approve the temporary appointments of Tia Kahler and Anna Swyers as part-time high school pages.**
5 Ayes 0 Nays MOTION CARRIED

Items for review and consideration at the June meeting were announced.

- Policy 4006: Procurement
- The Direct Access Plan

Executive Session

MOTION 20260526-15: A motion was made by Mr. Arliss, seconded by Mr. Rohnke, **to enter into Executive Session at 5:49pm 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.** 5 Ayes 0 Nays MOTION CARRIED

5:50pm – Ms. Rehor, Ms. Goodenough & Ms. Pierce left

6:34pm reconvene

Adjournment

MOTION 20260526-16: A motion was made by Mr. Arliss, seconded by Mr. Rohnke **to adjourn** at 6:36pm.
5 Ayes 0 Nays MOTION CARRIED

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

Respectfully submitted by Secretary, _____ on _____ date
Rachel Lee

Deaccession List May 19, 2026

1. 2 Large Cloth Brown Chairs
2. 6 Public Computers and Opac 4 Catalog listed below

pub 2	HP	Desktop	EliteDesk 800	2UA7111ZP7
pub 4	Dell	Desktop	optiplex 3010	30460268522
pub 5	HP	Desktop	EliteDesk 800	2UA7111ZP9
pub 7	HP	Desktop	EliteDesk 800	2UA621305L
pub 9	HP	Desktop	EliteDesk 800	2UA621305C
pub 10	HP	Desktop	EliteDesk 800	2UA621305B

opac4 Cat/Juv	Google	Desktop	ASUS M004U	FCMSCX006754
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