

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

July 10, 2018

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, July 10, 2018. The meeting was presided over by Vice President Angela Lay who called the meeting to order at 6:30pm.

Present: Kristen Killion, Stephen LaLonde, Angela Lay, Alan Seigel, S Hysten, Jason Ruffell, Jill Pierce

Trustee Absent: Michael Schoene (excused)

Approval of the Agenda

MOTION 201807-1: A motion was made by Mr. LaLonde, seconded by Ms. Killion **to approve the agenda with the following amendment:**

- IX New Business e. Policy 2060

4 Ayes 0 Nays 1 Absent MOTION CARRIED

Approval of Minutes

MOTION 201807-2: A motion was made by Mr. Seigel, seconded by Mr. LaLonde, **to approve the May 15, 2018 Board Meeting minutes as amended.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Public Comment

None

Town Liaison's Report

Mr. Ruffell gave the Town Liaison's Report.

Director's Report

Ms. Hysten gave the Director's report.

MOTION 201807-3: A motion was made by Mr. LaLonde, seconded by Ms. Killion, **to approve the Director's Report.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Financial Reports

MOTION 201807-4: A motion was made by Mr. LaLonde, seconded by Mr. Seigel, **to approve the May to date Budget as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 201807-5: A motion was made by Mr. LaLonde, seconded by Ms. Killion, **to approve the May 2018 bank reconciliation as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Financial Reports (continued)

MOTION 201807-6: A motion was made by Mr. Seigel, seconded by Mr. LaLonde, **to approve the June to date Budget Report pending the June 2018 bank reconciliation.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 201807-7: A motion was made by Mr. LaLonde, seconded by Mr. Seigel, **to approve the warrant:**

- 2018-06 \$2,353.96

4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 201807-8: A motion was made by Mr. LaLonde, seconded by Ms. Killion, **to approve the warrant:**

- 2018-06-2 \$1,855.20

4 Ayes 0 Nays 1 Absent MOTION CARRIED

New Business

MOTION 201807-9: A motion was made by Mr. LaLonde, seconded by Ms. Killion, **to submit the proposed 2019 Budget to the Town of Ontario.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 201807-10: A motion was made by Ms. Killion, seconded by Mr. LaLonde, **to approve the 2017 Annual Report to the Community.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 201807-11: A motion was made by Mr. Seigel, seconded by Mr. LaLonde, **to approve the request for funding up to \$1,429 for up to three staff members to attend the NYLA Conference in Rochester, NY November 7 – 10, 2018.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

MOTION 201807-12: A motion was made by Mr. LaLonde, seconded by Ms. Killion, **to approve the deaccession of the following obsolete IT equipment:**

- Dell Inspiron Laptop SN: 14426417522 (warranty expired: 3/2015)
- Dell Inspiron Laptop SN: 11463574898 (warranty expired: 3/2015)
- Dell Inspiron Laptop SN: 9491705714 (warranty expired: 3/2015)

MOTION 201807-13: A motion was made by Mr. LaLonde, seconded by Mr. Seigel, **to approve Policy 2060 Vacation and Leave with the revision as discussed.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Appointments/Resignations

MOTION 201807-14: A motion was made by Mr. LaLonde, seconded by Ms. Killion, **to approve the temporary staffing hires as presented.** 4 Ayes 0 Nays 1 Absent MOTION CARRIED

Executive Session

None

Adjournment

MOTION 201807-15: A motion was made by Mr. LaLonde, seconded by Ms. Killion, **to adjourn** at 7:50pm.
4 Ayes 0 Nays 1 Absent MOTION CARRIED

Board minutes respectfully submitted by Jill Pierce, recording clerk

Alan Seigel, Secretary _____ Date _____