

Ontario Public Library

Minutes for the regular meeting of the Board of Trustees

May 15, 2018

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, May 15, 2018. The meeting was presided over by President Michael Schoene who called the meeting to order at 6:32pm.

Present: Kristen Killion, Stephen LaLonde, Angela Lay, Michael Schoene, Alan Seigel, Sandra Hylan, Michele Goodenough, Jason Ruffell, Jill Pierce

Approval of the Agenda

MOTION 201805-1: A motion was made by Mr. Lalonde, seconded by Ms. Killion **to approve the agenda with the following additions:**

- **VII. Treasurer/Financial Report** Payment of Warrants iii. 2018-05-02 \$1,344.93
- **IX. New Business** c. permission to procure equipment

5 Ayes 0 Nays MOTION CARRIED

Approval of Minutes

MOTION 201805-2: A motion was made by Ms. Lay, seconded by Mr. LaLonde, **to approve the March 27, 2018 Board Meeting minutes as presented.** 5 Ayes 0 Nays MOTION CARRIED

Public Comment

None

Town Liaison's Report

Jason Ruffell gave the Town Liaison's Report.

Director's Report

Ms. Hylan gave the Director's report.

MOTION 201805-3: A motion was made by Mr. Lalonde, seconded by Ms. Killion, **to approve the Director's Report.** 5 Ayes 0 Nays MOTION CARRIED

Financial Reports

MOTION 201805-4: A motion was made by Ms. Lay, seconded by Mr. LaLonde, **to approve the March 2018 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

Financial Reports (continued)

MOTION 201805-5: A motion was made by Mr. Lalonde, seconded by Mr. Seigel, **to approve the April 2018 bank reconciliation as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 201805-6: A motion was made by Mr. Seigel, seconded by Mr. LaLonde, **to approve the March to Date Budget Report.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 201805-7: A motion was made by Mr. LaLonde, seconded by Mr. Seigel, **to approve the April to Date Budget Report.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 201805-8: A motion was made by Ms. Killion, seconded by Mr. LaLonde, **to approve the warrant:**

- 2018-04 \$2,449.66

5 Ayes 0 Nays MOTION CARRIED

MOTION 201805-9: A motion was made by Mr. Lalonde, seconded by Mr. Seigel, **to approve the warrant:**

- 2018-05 \$2,409.82

5 Ayes 0 Nays MOTION CARRIED

MOTION 201805-10: A motion was made by Ms. Killion, seconded by Ms. Lay, **to approve the warrant:**

- 2018-05-2 \$1,344.93

5 Ayes 0 Nays MOTION CARRIED

Old Business

MOTION 201805-11: A motion was made by Mr. LaLonde, seconded by Mr. Seigel, **to rescind Ontario Public Library Trustee Motion 201803-12 pursuit of 2018 construction funds grant.**

5 Ayes 0 Nays MOTION CARRIED

New Business

MOTION 201805-12: A motion was made by Mr. Lalonde, seconded by Mr. Seigel, **to approve the annual Fixed Assets Review as presented.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 201805-13: A motion was made by Mr. Lalonde, seconded by Ms. Killion, **to approve the deaccession of the following obsolete IT equipment:**

- Dell Optiplex 3010 & Monitor S/N: 80861300 (warranty expired: 3/2018)

5 Ayes 0 Nays MOTION CARRIED

New Business (continued)

MOTION 201805-14: A motion was made by Mr. LaLonde, seconded by Mr. Seigel, **to approve the purchase of up to eight staff chairs for a total amount up to \$2,000 from the Equipment Budget.**

5 Ayes 0 Nays MOTION CARRIED

Appointments/Resignations

MOTION 201805-15: A motion was made by Ms. Lay, seconded by Ms. Killion, **to approve employment consideration of a current employee's child.** 5 Ayes 0 Nays MOTION CARRIED

MOTION 201805-16: A motion was made by Mr. LaLonde, seconded by Ms. Killion, **to approve the request to hire high school pages as presented.** 5 Ayes 0 Nays MOTION CARRIED

Executive Session

None

Adjournment

MOTION 201805-17: A motion was made by Mr. Lalonde, seconded by Mr. Seigel, **to adjourn** at 7:47pm.

5 Ayes 0 Nays MOTION CARRIED

Board minutes respectfully submitted by Jill Pierce, recording clerk

Alan Seigel, Secretary _____ Date _____