

## Ontario Public Library

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

June 16, 2020

The regular meeting of the Board of Trustees was held at Ontario Public Library on Tuesday, June 16, 2020. The meeting was presided over by Vice President Kristen Killion who called the meeting to order at 6:30pm.

**Present:** Kristen Killion (VP/chair), Alan Seigel, Sara Contestabile, Michael Schoene, Sandra Hylan, Michele Goodenough, Jill Pierce and one member of the public

Ms. Pierce left the meeting at 7:20pm and returned at 7:22pm.

#### Approval of the Agenda

**MOTION 202006-1:** A motion was made by Mr. Schoene, seconded by Mr. Seigel, **to approve the agenda.**  
4 Ayes 0 Nays MOTION CARRIED

#### Approval of Minutes

**MOTION 202006-2:** A motion was made by Mr. Seigel, seconded by Ms. Contestabile, **to approve the May 18, 2020 Board Meeting minutes.**

#### Public Comment

None

#### Town Liaison's Report

None

#### Director's Report

**MOTION 202006-3:** A motion was made by Mr. Schoene, seconded by Mr. Seigel, **to approve the Director's report.** 4 Ayes 0 Nays MOTION CARRIED

#### Financial Reports

**MOTION 202006-4:** A motion was made by Mr. Seigel, seconded by Ms. Contestabile, **to approve the May 2020 to date Budget as presented.** 4 Ayes 0 Nays MOTION CARRIED

**MOTION 202006-5:** A motion was made by Ms. Contestabile, seconded by Mr. Schoene, **to approve the May 2020 bank reconciliation as presented.** 4 Ayes 0 Nays MOTION CARRIED

**Financial Reports (continued)**

**MOTION 202006-6:** A motion was made by Mr. Schoene, seconded by Mr. Seigel, **to approve the following warrant:**

- 2020-06            \$8,800.49

4 Ayes 0 Nays MOTION CARRIED

**Old Business**

The Trustee vacancy will be re-announced.

**New Business**

**MOTION 202006-7:** A motion was made by Mr. Schoene, seconded by Mr. Seigel, **to approve the Annual Report to the Community.** 4 Ayes 0 Nays MOTION CARRIED

**MOTION 202006-8:** A motion was made by Mr. Seigel, seconded by Ms. Contestabile, **to adopt Policy 4002: Public Safety as amended.** 4 Ayes 0 Nays MOTION CARRIED

**MOTION 202006-9:** A motion was made by Mr. Schoene, seconded by Mr. Seigel, **to adopt new Policy: PPE & Social Distancing as presented.** 4 Ayes 0 Nays MOTION CARRIED

**MOTION 202006-10:** A motion was made by Mr. Schoene, seconded by Mr. Seigel, **to adopt new Policy: Employee Health Screening as presented.** 4 Ayes 0 Nays MOTION CARRIED

**MOTION 202006-11:** A motion was made by Mr. Schoene, seconded by Ms. Contestabile, **to adopt new Policy: Contact Tracing as presented.** 4 Ayes 0 Nays MOTION CARRIED

**Appointments/Resignations**

None

**Executive Session**

None

**Adjournment**

**MOTION 202006-12:** A motion was made by Mr. Schoene, seconded by Ms. Contestabile **to adjourn** at 7:24pm. 4 Ayes 0 Nays MOTION CARRIED

Board minutes respectfully submitted by Jill Pierce, recording clerk

Sara Contestabile, Secretary \_\_\_\_\_ Date \_\_\_\_\_

Approved as submitted, July 21, 2020