

**Oxford Public Library**  
Regular Meeting  
January 20, 2021  
7:00 PM  
(Board Minutes)

Present (via Zoom call): *President*, Kathy Hoeflein (Village of Oxford, Oxford Township, Oakland County, Michigan), *Vice President* Tony Rizzo (Oxford Township, Oakland County, Michigan), *Secretary* Julie Fracker (Oxford Township, Oakland County, Michigan), *Trustee* Lynn Royster (Village of Oxford, Oxford Township, Oakland County, Michigan), *Trustee* DuAnne Cook (Oxford Township, Oakland County, Michigan), *Trustee* Barbara Kriigel (Oxford Township, Oakland County, Michigan), *Director* Bryan Cloutier

Absent: None

01R.21.1      **Call to Order:** The President called the meeting to order at 7:02 p.m.

01R.21.2      **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned and Ms. Kriigel seconded to approve the agenda. *Motion carried.*

01R.21.3      **Approval of the Minutes:** Ms. Cook motion to approve the minutes and Mr. Rizzo seconded. *Motion carried.*

01R.21.4      **Communications/Presentation:**

1. None

01R.21.5      **Approval of the Financial Reports:** Monthly financial reports were mailed for review prior to the meeting. Director gave an overview of each report and reconciliation. Ms. Fracker motioned to accept the financial reports and Ms. Cook seconded. *Motion carried.*

1. Budget v. Actual
2. OB Checking
3. OB Operating
4. OB Payroll
5. Oakland Savings
6. OPL Endowment Fund

01R.21.6      **Directors Report:**

1. Payroll Issue and Change in Protocols
  - a. There was an error this month with payroll disbursements but has been reconciled.
2. Email Upgrades
  - b. Upgrading Microsoft Cloud account to the email Exchange.

01R.21.7      **Statistical Report:** The Statistical report was emailed for review prior to the meeting.

01R.21.8      **Expense Report:** The expense report was sent to the Board for review prior to the meeting. Mr. Rizzo made a motion to pay the bills the amount of \$44,605.84. Ms. Kriigel seconded. *Motion carried.*

01R.21.9      **Reports of Committees:**

None

01R.21.10      **Unfinished Business:**

None

01R.21.11      **New Business:**

1. Building Expansion and Bond
  - a. Discussion to move the election from May to November.

01R.21.12      **Call to Audience:** A call was made to the audience with no one in attendance.

01R.21.13      **Adjournment:** Ms. Cook motioned and Ms. Fracker seconded to adjourn the meeting at 8:20 p.m. *Motion carried.*