

# Oxford Public Library

Regular Meeting

18 May 2022

Board Conference Room

7:00 PM

(Board Minutes)

**Present:** *President, Kathy Hoeflein; Treasurer, Lynn Royster; Secretary, Julie Fracker; Trustee, DuAnne Salswedel; Trustee, Barbara Kriigel; Director, Bryan Cloutier.*

**Absent:** *Vice President, Tony Rizzo (excused)*

05R.22.1 **Call to Order:** President called the meeting to order at 7:16 PM.

05R.22.2 **Approval of Agenda:** No changes to the agenda were presented. *Ms. Kriigel moved, Ms. Salswedel seconded, to approve the agenda as presented.* Motion carried.

05R.22.3 **Approval of Minutes:**

1. **Minutes\_04\_2022**—Minutes were sent out to the board prior to the meeting for review. *Ms. Salswedel moved, Ms. Royster seconded, to approve the minutes as with minor typographical connections.* Motion carried.
2. **Minutes\_05S\_2022**—Minutes were sent out to the board prior to the meeting for review. *Ms. Kriigel moved, Ms. Salswedel seconded, to approve the minutes as presented.* Motion carried.

05R.22.4 **Communications / Presentations:**

1. None

05R.22.5 **Approval of the Financial Reports:** Financial Reports were sent out to the board prior to the meeting for review. The Director went over the reports and asked if there were any questions. Hearing none, *Ms. Royster moved, Ms. Kriigel seconded, to approve the financial reports as presented.* Motion carried.

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

05R.22.6 **Director's Report:** The Director provided an overview of the monthly Director's Report and asked if there were any questions or items in need of further clarification. *No motion was made as none is needed.*

05R.22.7 **Statistical Reports:** The Director provided an overview of the monthly and year-to-date Statistical Reports and asked if there were any questions or items in need of further clarification. *No motion was made as none is needed.*

05R.22.8 **Expense Report:** The monthly Expense Report was sent out to the board prior to the meeting for review. The Director went over the report and asked if there were any questions. Hearing none, *Ms. Fracker moved, Ms. Royster seconded, to approve the expense report as presented.* Motion carried.

05R.22.9 **Reports of Committees:**

1. None

05R.22.10 **Unfinished Business:**

1. **Proposal for Strategic Planning Services:** The Director presented additional documentation and proposals from three different firms for consideration. The Board reviewed all of the materials and asked questions for clarification. After taking all proposals into consideration, *Ms. Royster moved, Ms. Kriigel seconded, to award a contract to Ivy Group, and instructed the Director to sign the contract and work with the firm to finalize a schedule for this fall.* Motion carried.

05R.22.11 **New Business:**

1. **Proposals to Repair Sidewalk:** The Board reviewed proposals for sidewalk repairs. Consensus was to have the Director handle this administratively and as outlined in the yearly budget as building maintenance. *No motion was made as none is needed*

05R.22.12 **Call to Audience:** Call was made to the audience. None were present.

05R.22.13 **Library Board Requests / Comments:** There were no requests by the Board.

05R.22.14 **Adjournment:** *Ms. Fracker moved, Ms. Salswedel seconded, to adjourn the meeting.* Motion carried. The meeting adjourned at 8:24 PM.