

Oxford Public Library

Regular Meeting

August 18, 2021

7:00 PM

(Board Minutes)

Present: *President, Kathy Hoeflein, Vice President Tony Rizzo, Secretary Julie Fracker, Trustee, DuAnne Cook, Trustee Barbara Kriigel, Lynn Royster, Trustee, Director Bryan Cloutier, Rana Edmonds, CPA, PSLZ, and Curtis Wright, Clerk, Charter Township of Oxford*

Absent: None

08R.21.1 **Call to Order:** The President called the meeting to order at 7:00 p.m.

08R.21.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned and Ms. Royster seconded to approve the agenda. *Motion carried.*

08R.21.3 **Approval of the Minutes:** Mr. Rizzo motioned to approve the minutes and Ms. Fracker seconded. *Motion carried.*

08R.21.4 **Communications/Presentation:**

1. 2020 Audit Presentation – Rana Emmons, CPA, PSLZ
2. 2020 Budget Presentation – Bryan J. Cloutier, Director and CEO, OPL
 - a. 7:16 p.m. Ms. Kriigel made a motion to open the FY2022 budget hearing, and Mr. Rizzo seconded. *Motion carried.* At 7:45 p.m., Ms. Cook made a motion to close the public hearing and Mr. Rizzo seconded. *Motion carried.*
3. Elections and Political Signs – Anne Seuryneck, Attorney and Shareholder, Foster Swift, offered a written opinion about campaign finance issues.
4. Township Election Procedures – Curtis Wright, Clerk, Charter Township of Oxford

08R.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. Cook motioned to accept the financial reports and Ms. Royster seconded. *Motion carried.*

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

08R.21.6 **Directors Report:**

1. Building Project Update – Setbacks and Remediation Plans
 - a. The Township Board moved to approve the resolution and authorize the Oakland County Elections Division to place it on the November 2, 2021 ballot.
2. FY2020 Audit Report
3. FY2022 Budget Hearing
 - a. Work has begun to complete the 2022 budget. The budget hearing is scheduled for Wednesday, August 18, at 7:00 p.m.
4. Legal Opinion on Elections and Campaign Signage
 - a. There were no findings the Library or any of its representatives violated legal obligations relating to elections.

08R.21.7 **Statistical Report:** The Statistical report was emailed for review prior to the meeting.

08R.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 \$35,449.81. Ms. Cook seconded. *Motion carried.*

08R.21.9 **Reports of Committees:** None

08R.21.10 **Unfinished Business:** None

08R.21.11

New Business:

1. 2020 Audit Report. Ms. Fracker made a motion to approve the audit as presented. Ms. Royster seconded. Motion carried.
2. 2022 Budget and Millage Rate. Ms. Cook made the motion to approve the 2022 budget in the amount of \$1,332,001.00 and set the millage rate at 1.3111 as the maximum allowable rate to be levied. Mr. Rizzo seconded. *Motion carried.*
3. Approval to close on Sundays (Dec. 26 and Jan. 2). Mr. Rizzo made a motion to approve closing on these dates and Ms. Kriigel seconded. Motion carried.

08R.21.12

Call to Audience: A call was made to the audience and there was no one in attendance.

08R.21.13

Adjournment: Ms. Cook motioned and Mr. Rizzo seconded to adjourn the meeting at 9:02 p.m. *Motion carried.*