

## MINUTES

Oxford Public Library Board  
Wednesday, Feb. 15, 2012

The regular meeting of the OPL Board was called to order by President Duane Salswedel at 7 p.m. Present were Salswedel, Hoeflein, Offer, Rizzo, Davidson, Stilwell and Director Bryan Cloutier.

**Approval of Agenda:** *The motion for approval of the agenda was made by Rizzo, 2<sup>nd</sup> by Davidson and passed.*

**Approval of Minutes:** *Offer moved for approval of the Jan. minutes, 2<sup>nd</sup> by Rizzo and passed.*

**Communications:** According to the Oakland County Equalization assessments for 2012, commercial, industrial and residential values have declined, resulting in far lower tax revenues. This may necessitate borrowing more from the fund balance than anticipated; however, more will be known about that by the end of April or early May.

**Financial reports:** *Motion for approval of the financial reports was made by Stilwell, 2<sup>nd</sup> by Hoeflein and passed by unanimous roll call vote.*

**Director's report:** There was discussion of website changes due to the current developer accepting a job with a private company. The library has a proposal from a local firm, but the expense of revamping the site will increase.

The director refused to sign a 3-year contract with TLN, and will continue to pay them on quarterly invoices.

DVDs stolen may be returned by depositing them in the drop box, no questions asked.

The 2012 statistical usage chart reflects continued increases in most categories over 2011.

**Approval of bills:** *Offer made the motion to approve payment of the bills in the amount of \$77,000.95, supported by Rizzo and passed by unanimous roll call vote.*

**New business:** The director recommended accepting the website proposal by OCS Design in the amount of \$1200.00, which would include total redesign, 3 hours of staff training, and training manual. This redesign would allow the director and staff to update and add info on their own as needed. *Rizzo made the motion to accept the OCS Design proposal as outlined, 2<sup>nd</sup> by Davidson and passed by unanimous roll call vote.*

No audience.

*Motion to adjourn by Hoeflein, 2<sup>nd</sup> by Davidson.*

Next meeting will be Wed., March 21, 2012]

Respectfully submitted,  
Sue Stilwell, secretary