

## Oxford Public Library

Regular Meeting

January 18, 2017

7:00 PM

(Board Minutes)

Present: *President, Kathy Hoeflein, Vice President, Tony Rizzo, Treasurer, Jean Davidson, Secretary, Julie Fracker, Trustee, Lynn Royster, Trustee, DuAnne Cook, Director, Bryan Cloutier*

Absent: None

01R.17.1 **Call to Order:** The President called the meeting to order at 7:09 p.m.

01R.17.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Hearing none, Mr. Rizzo motioned and Ms. Royster seconded to approve the agenda. *Motioned carried.*

01R.17.3 **Approval of the Minutes:** The Minutes of the December meeting were mailed prior to the meeting. The Chair asked if there were any corrections to the minutes. Mr. Rizzo motioned and Ms. Fracker seconded to accept the minutes. *Motion carried.*

01R.17.4 **Communications/Presentation:**

1. OPL Strategic Plan 2020
  - a. Mr. Cloutier presented strategic initiatives the library plans to undertake as they work toward 2020.

01R.17.5 **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. Mr. Rizzo motioned and Ms. Royster seconded to accept the Financial reports. *Motion carried.*

1. Budget v. Actual
2. OSB Checking reconciliation
3. OSB Saving reconciliation
4. Oakland County Reconciliation
5. Chase Bank Reconciliation
  - a. Note: A meeting is scheduled with Oxford Bank soon to discuss moving payroll to that location.
6. OPL Endowment Fund
7. Oberg Endowment Fund
8. OPL Endowment CD
9. Oberg Endowment CD

01R.17.6 **Directors Report:**

1. MLA Legislative Update on Tax Capture Bills
  - a. Governor Rick Snyder signed into law bills SB619-624 and PA 505-510 the law exempts library millages from tax captures.
  - b. The Director thanked those within the legislature who helped with the passage of the bills, and also informed Oxford Village Council. The Director also called Library Law Attorney, Anne Seuryneck, for complete clarification of the new laws; he will report back to the board with the results of that conversation.
2. The Director filed the State Aid report on January 17, 2017.
3. At the January Friends of the Library meeting, the group generously made a \$4,000 donation as part of their annual pledge to support ongoing programming for the service year 2017. The Friends also indicated they will likely make an additional \$2,000 contribution to the library later this year. The Director and Board thanked the Friends for their support

01R.17.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting.

01R.17.8 **Expense Report:** The Expense report was mailed for review prior to the meeting. Mr. Rizzo motioned and Ms. Davidson seconded to approve the bills in the amount of \$62,791.64. *Motion carried.*

01R.17.9 **Reports of Committees:**

1. None

01R.17.10 **Unfinished Business:**

1. None

01R.17.11 **New Business:**

1. Distribution and discussion of the 2017 schedule of regular board meetings. The Board agreed to keep the schedule as presented. A motion to keep the schedule was presented by Ms. Fracker and seconded by Ms. Royster. *Motion carried.*
2. A discussion to allow for public faxing from an existing machine was introduced. The Board agreed to allow the library to offer public faxing at a cost of \$1/page for the first page and \$.50/each additional page. Motion to adopt the plan was made by Mr. Rizzo and seconded by Ms. Fracker. *Motion carried.*

01R.17.12 **Call to Audience:** A call was made to the audience with no one in attendance.

01R.17.13 **Adjournment:** Ms. Cook motioned and Ms. Davidson seconded to adjourn the meeting at 8:45. *Motion carried.*