

Oxford Public Library Board
Special Meeting
March 12, 2014
(Proposed Minutes)

Present: *Chair, Duane Salswedel; Treasurer, Jean Davidson; Secretary, Tony Rizzo; Trustee, Lynn Royster; Trustee, Sian Marshall; Director, Bryan Cloutier*

Absent: *Vice-Chair, Kathy Hoeflein (excused)*

03S.14.1 **Call to Order:** The Chairman called the meeting to order at 7:00 p.m.

03S.14.2 **Approval of Agenda:** The Chairman asked if there were any changes requested to the agenda. Hearing none, *Ms. Davison moved, Ms. Royster seconded, to approve the agenda as presented. Motion carried.*

03S.14.3 **New Business:**

- 1. Carpet Replacement:** A copy of the proposal was sent to the Board ahead of time regarding the replacement of carpeting in the Library. The Director explained that this might be a good time to replace most of the existing carpeting in the Library. There was a lot of discussion and samples of the proposed carpeting and the areas included. It was decided to do a walk through the facility to understand the scope of the project. The areas that will not be included at this time are the Board Meeting Room, Staff Lounge area and Staff Work areas. *Ms. Davidson moved, Mr. Rizzo seconded, to accept the Proposal from Library Design Associates Inc. in an amount not to exceed \$135,000.00. Motion carried.*
- 2. Executive Session:** It was requested to enter Executive Session to discuss a Personnel Issue. *Ms. Marshall moved, Ms. Davidson seconded, to enter Executive Session. Motion carried.* The Chairman closed the Special Meeting at 8:00 p.m. and opened the Executive Session. *Ms. Davidson moved, Ms. Marshall seconded, to exit Executive Session. Motion carried.* The Executive Session ended at 8:20 p.m.
- 3. Personnel Issue Resolution:** *Mr. Rizzo moved, Ms. Royster seconded, to Proceed as discussed in Executive Session. Motion carried.* No further action was needed.

03S.14.4 **Call to Audience:** Chairman made a call to the audience for any questions, concerns or comments. There were none.

03S.14.5 **Adjournment:** *Ms. Marshall moved, Ms. Davidson seconded, that the meeting adjourn. Motion carried.* Meeting was adjourned at 8:25 p.m.