

Oxford Public Library

Regular Meeting

16 April 2014

7:00 PM

(Board Minutes)

Present: *Vice Chair*, Kathy Hoeflein, *Treasurer*, Jean Davidson, *Secretary*, Tony Rizzo, *Trustee*, Lynn Royster, *Trustee*, Sian Marshall, *Director*, Bryan Cloutier, also present was OCTV

Absent: *Chair*, Duane Salswedel (excused)

04R.14.1 **Call to Order:** Vice Chair called the meeting to order at 7:00 p.m.

04R.14.2 **Approval of Agenda:** The Vice Chair asked if there we any changes requested to the agenda. Hearing none, *Ms. Davidson moved and Mr. Rizzo seconded to approve the agenda.* Motion carried.

04R.14.3 **Approval of the Minutes:** The Minutes of the March 19 meeting were mailed prior to the meeting. Vice Chair asked if there were any corrections to the minutes. Hearing none, *Ms Davidson moved and Ms. Royster seconded to accept the minutes.* Motion carried.

04R.14.4 **Communications:** No discussion required about the communications.

1. Construction Schedule-Library Design Associates, Inc. (Schedule)
2. The Par Plan News- Mi Township Participating Plan (Newsletter)
3. Termination of MEBS Third party Administrator Services-MEBS
4. TPA Insurance Transition-Associated Mutual/EHIM (notice)

04R.14.5 **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 moved and Ms. Marshall 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
6. OPL Endowment Fund
7. Oberg Endowment Fund
8. OPL Endowment CD
9. Oberg Endowment CD

04R.146 **Directors Report:** The Director's Report was mailed for review prior to the meeting. We discussed: MEBS/EHIM Transition, the construction schedule (including electrical info), Credit card and debit services, QuickBooks upgrade and 4th grade Battle of the Books.

04R14.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting. There was some discussion that the numbers were good.

04R.14.8 **Expense Report:** The Expense Report was mailed for review prior to the meeting. *Mr. Rizzo moved and Ms. Davidson seconded to approve paying the bills in the amount of \$38,497.68.* Motion carried.

04R.14.9 Reports of Committees: None

04R.14.10 **Unfinished Business:**

1. August Ballot Language: The Ballot language had been modified by an attorney. We had a lot of discussion about the up coming Ballot Proposal. The Director passed out a letter explaining the Millage proposal, Millage Proposal Frequently Asked Questions. *Mr. Rizzo motioned, Ms Davidson seconded to present to the electors of the Township to propose an addition new millage in the amount of .4518 mills.* Motion carried. The Director will drop off the ballot form to the County.

0R.14.11 **New Business:**

1. 3M Self Check Credit/Debit Services: We had a lot of discussion about the cost of adding the Self Check out. Because of the expense we decided on only equipping one check out with this service to be re-examined later. *Ms. Marshall moved and Ms. Davidson seconded to add the self check to one terminal.* Motion carried.

0R.14.12 **Call to Audience:** Ms. Marshall made a call to the audience, no one spoke up.

0R.14.13 **Adjournment:** *Ms. Davidson moved and Mr. Rizzo seconded to adjourn the meeting.* Motion carried. The meeting was adjourned at 8:45 p.m.