

Oxford Public Library

Regular Meeting

15 April 2015

7:00 PM

(Board Minutes)

- Present: *Chair*, Duane Salswedel, *Vice Chair*, Kathy Hoeflein, *Treasure*, Jean Davidson, *Secretary*, Tony Rizzo, *Trustee*, Lynn Royster, *Director*, Bryan Cloutier
- Absent: *Trustee*, Julie Fracker *Excused*
- 04R.15.1 **Call to Order:** The Chair called the meeting to order at 7:03 p.m.
- 04R.15.2 **Approval of Agenda:** The Chair asked if there we any changes to the agenda. Hearing none, Mr. Rizzo motioned and Ms. Hoeflein seconded to approve the agenda. *Motion carried.*
- 04R.15.3 **Approval of the Minutes:** The Minutes of the February meeting were mailed prior to the meeting. The Chair asked if there were any corrections to the minutes. Ms. Royster motioned and Mr. Rizzo seconded to accept the minutes. *Motion carried.*
- 04R.15.4 **Communications/Presentation**
1. None
- 04R.15.5 **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. Davidson motioned and Ms. Hoeflein 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.15.6 **Directors Report:**
We talked about the proposal that was submitted by the plumber (Bruce Knauf) and his associate (Rick Springer) that was given in person to the Director and Mr. Rizzo. It had been noticed that no other problems have arisen lately.
The cleaning of the carpets and furniture was discussed.
The Building supervisor changed some of the stack lighting to the LED style.
The library will open an account at the ACE Hardware due to the closing of the Oxford Hardware.
The *Youth Battle of the Books* was a Great Success.
TLN is staying with SirsiDynix including several updates.
The Friends are having a Book sale and also asked the board to update their membership.
OPL is doing the yearly Audit.
- 04R.15.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting.
- 04R.15.8 **Report:** The Expense report was mailed for review prior to the meeting. Ms. Davidson motioned and Mr. Rizzo seconded to approve paying the bills in the amount of \$22,991.99 *Motion carried.*
- 04R.15.9 **Reports of Committees:**
1. None.
- 04R.15.10 **Unfinished Business:**
1. None.

04R.15.11

New Business:

1. **Sewer Repair Proposal:** It was decided to not act on the Sewer repair proposal at this time. The Director will relay the message to the Plumber.
2. **Carpet Cleaning:** Mr. Rizzo motioned and Ms. Hoeflein seconded to approve the spending of \$1,220 for the initial carpet cleaning and \$1,220 for each additional cleaning (total of 2 cleanings per year). The motion included one-time furniture cleaning of \$1,550. *Motion carried.*
3. **Lighting Proposal:** Ms. Hoeflein motioned and Ms. Royster seconded to approve the spending of approximately \$2,700 to replace the pre-existing lighting on the stacks with new LED lighting by the building superintendent. *Motion carried.*
4. **SB 7 “80/20” Plan:** Ms. Davidson motioned and Ms. Royster seconded to Opt Out of the SB 7 “80/20” Plan this year. *Motion carried.*
5. **Strategic Plan:** We talked about reviewing the Strategic Plan at another time.

04R.15.12

Call to Audience: Mr. Rizzo called to the audience with no one in attendance.

04R.15.13

Adjournment: Ms. Hoeflein motioned and Ms. Davidson seconded to adjourn the meeting. *Motion carried.* The meeting was adjourned at 8:07 pm.