

## MINUTES

Oxford Public Library Board

May 15, 2013

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

**Approval of Agenda:** Following the decision to move the audit report to the top of the agenda, *Hoeflein made the motion for approval, 2<sup>nd</sup> by Davidson and passed.*

The audit report was presented by **Rana Emmons** of Post, Smythe, Lutz and Ziel. She gave a positive opinion of the library's 2012 financial outcome.

**Approval of Minutes:** *Motion to approve the April minutes by Davidson, 2<sup>nd</sup> by Hoeflein and passed.*

**Communications:** 1) Oakland County 2012 Financial Summary; 2) Statistical report by the Pew Research Center on Parents, Children, Libraries and Reading. 3) OPL Health Care Plan Renewal indicates rates are staying the same or may go down.

**Financial Reports:** *Motion to approve the financial reports as presented in the board packet was made by Offer, 2<sup>nd</sup> by Davidson and passed by unanimous roll call vote.*

**Director's Report:** Regarding the 2012 audit, Cloutier was pleased with a clean report and noted the library actually came in under budget by \$5,000.

One of the support services clerks has retired and department head Nancy Weir will be interviewing a former Michigan resident (who recently moved back here) for the job on May 16.

Statistically, library usage was down from April of 2012, but certain data were not being shared with the staff. Programs offered and attendance increased from 2012 and there was an increase in community and study room usage.

**Approval of Bills:** *Rizzo made the motion to approve payment of bills in the amount of \$32,495.05, 2<sup>nd</sup> by Davidson and passed by unanimous roll call vote.*

**New Business:** *Motion to approve the Audit Report by Rana Emmons was made by Rizzo, 2<sup>nd</sup> by Davidson and passed unanimously.*

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

Next meeting will be June 19, 2013.

Respectfully submitted,

Sue Stilwell, secretary