

## Oxford Public Library

### Regular Meeting

15 June 2016

7:00 PM

(Board Minutes)

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

Absent: None

06R.16.1 **Call to Order:** The Chair called the meeting to order at 7:06p.m.

06R.16.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Hearing none, Ms. Fracker motioned and Ms. Royster seconded to approve the agenda. *Motioned carried.*

06R.16.3 **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. Hoeflein motioned and Ms. Fracker seconded to accept the minutes. *Motion carried.*

#### 06R.16.4 **Communications/Presentation**

1. Strategic Planning 2016; The director did a slide presentation on the Strategic Plan. OPL was compared to several other local Library's, which was very enlightening.

06R.16.5 **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. Davidson 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

06R.16.6 **Directors Report:** We discussed the recent changes on our staff. Jackie Seimer was appointed as Head of Support Services. Christine Marion has been appointed as Head Clerk and Assistant Supervisor in the Support Services Department. Our board was pleased that we could use in house employees to fill the void. A new LED lighting system was discussed to save money and cut down on maintenance cost.

06R.16.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting.

06R.16.8 **Expense Report:** The Expense report was mailed for review prior to the meeting. Ms. Hoeflein motioned and Ms. Fracker seconded to approve the bills in the amount of \$36,365.98. *Motion carried.*

#### 06R.16.9 **Reports of Committees:**

1. None

#### 06R.16.10 **Unfinished Business:**

1. None

#### 06R.16.11 **New Business:**

1. None

06R.16.12 **Call to Audience:** Mr. Rizzo called to the audience with no one in attendance.

06R.16.13 **Adjournment:** Ms. Royster motioned and Ms. Davidson seconded to adjourn the meeting. *Motion carried.* The meeting was adjourned at 8:42 pm.