

MINUTES

Oxford Public Library Board
Wednesday, Sept. 18, 2013

The regular meeting of the OPL Board was called to order by Chair/Pres. Duane Salswedel. Present were Salswedel, Rizzo, Davidson, Stilwell and Director Cloutier. Hoeflein was excused.

Approval of Agenda: Item 3, cancellation of the October meeting, was added and the motion to approve was made by Rizzo, 2nd by Davidson and passed.

Approval of Minutes: Rizzo moved to approve the August minutes, 2nd by Davidson and passed.

Communications: Thomas Offer's letter of resignation from the OPL board.

Financial reports: Motion by Stilwell, 2nd by Rizzo to approve the reports presented in the board packet, passed by unanimous roll call vote.

Director's report: The RFID update in the board packet listed questions from Bryan to Jeff Wagner of 3M, addressing board and staff concerns, which were answered satisfactorily. Director Cloutier also met with Chris deBaer of Library Design regarding redesign plans for the lobby to accommodate an RFID self-check system.

Statistics in items checked out were down 5%, along with a reduction of 15% in public and wireless computer usage. All other categories showed an increase in usage.

Approval of bills: Rizzo made the motion to approve payment of bills in the amount of \$31,826.43, 2nd by Davidson and passed unanimously by roll call vote.

Unfinished business: 3M RFID was discussed. Cost of 115,000 RFID tags would be \$23,200. Five work stations will be needed: two at the circulation desk, one at the return location and two at two processors, at a projected cost of \$11,585. Volunteers will tag materials, headed by a project manager to oversee tagging and volunteers at an estimated cost of \$4,000-\$5,000.

Davidson moved to purchase tags and five stations at a cost not to exceed \$35,000; 2nd by Stilwell and passed by unanimous roll call vote.

New business: 1) Tom offer's resignation was accepted with regret. Motion by Davidson, 2nd by Rizzo and passed.

2) Board appointment. Names of three viable candidates were presented by the Director. Rizzo made the motion to appoint Lynn Royster to the board, 2nd by Davidson and passed.

3) Cancellation of the October meeting was okayed by Davidson's motion, 2nd by Rizzo and passed. Board members will instead attend the Friends of the Library meeting scheduled for the same date, October 16.

Motion to adjourn by Rizzo, 2nd by Davidson and passed.

The next meeting will be Wednesday, November 20, 2013.

Respectfully submitted,
Sue Stilwell, secretary