

Oxford Public Library

Regular Meeting

16 September 2015

7:00 PM

(Board Minutes)

- Present: *President, Duane Salswedel, Vice President, Kathy Hoeflein, Treasure, Jean Davidson, Secretary, Tony Rizzo, Trustee, Lynn Royster, Trustee, Julie Fracker, Librarian, Ms. Marshall, Director, Bryan Cloutier*
- Absent: None
- 09R.15.1 **Call to Order:** The Chair called the meeting to order at 7:05 p.m.
- 09R.15.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Hearing none Ms. Hoeflein motioned and Ms. Davidson seconded to approve the agenda. *Motioned carried.*
- 09R.15.3 **Approval of the Minutes:** The Minutes of the August meeting were mailed prior to the meeting. The Chair asked if there were any corrections to the Regular Meeting minutes. Hearing none, Mr. Rizzo motioned and Ms. Royster seconded to accept the minutes. *Motion carried.*
- 09R.15.4 **Communications/Presentation**
1. Year 2016 Budget Hearing
The 2016 Budget was mailed for review prior to the meeting. The director went over in detail next year's Budget.
- 09R.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. Fracker 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
- 09R.15.6 **Directors Report:**
Adult Services has assembled a display of vintage post cards. Some were from private collections, some from the Northeast Oakland Historical Society and some from the Bossardet Family.
The director mentioned that he and Sandy were attending the Michigan Humanities seminar to provide insight about hosting the Smithsonian display.
OPL is working with the schools on better collaboration.
The staff has applied for 2015 Library of the Year
The Director and a few staff are attending the MAME (*Michigan Association Media Education*) on November 11th in Bay City.
- 09R.15.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting.
- 09R.15.8 **Expense Report:** The Expense report was mailed for review prior to the meeting. Ms. Davidson motioned and Ms. Hoeflein seconded to table approving the Expenses until further clarification. *Motion carried.*
- 09R.15.9 **Reports of Committees:**
1. Personnel Committee
Committee chair, Ms. Davidson has given all members of the Board a Directors evaluation form to complete and return to her. She will compile findings and report to back to Committee.
- 09R.15.10 **Unfinished Business:**
1. None.
- 09R.15.11 **New Business:**
1. Year 2016 Budget.
Mr. Rizzo motioned and Ms. Davidson seconded to pass the 2016 Budget of \$1,068,880.00.
Motion carried.
- 09R.15.12 **Call to Audience:** Ms. Fracker called to the audience with no one in attendance.
- 09R.15.13 **Adjournment:** Ms. Hoeflein motioned and Ms. Fracker seconded to adjourn the meeting. *Motion carried.* The meeting was adjourned at 810 pm.