

## Oxford Public Library

Regular Meeting

21 September 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 and DuAnne Cook.*
- Absent: None
- 09R.16.1 **Call to Order:** The Chair called the meeting to order at 7:05 p.m.
- 09R.16.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Hearing none, Mr. Rizzo motioned and Ms. Hoeflein seconded to approve the agenda. *Motioned carried.*
- 09R.16.3 **Approval of the Minutes:** The Minutes of the July meeting were mailed prior to the meeting. The Chair asked if there were any corrections to the minutes. After amending the wrong month, Ms. Davidson motioned and Ms. Fracker seconded to accept the minutes. *Motion carried.*
- 09R.16.4 **Communications/Presentation**
1. None
- 09R.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. Ms. Royster 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.16.6 **Directors Report:** Various youth, teens and adult programs have resumed for the fall program season. Great programs are being offered and some even have a waiting list. Several OPL Librarians spent time at Crossroads for Youth organizing their faculty and student media center. They spend several hours evaluating and organizing their collection. There may be a need for further evaluation and organization in the future but significant progress has been made. OPL is to host the Traveling Clarke Historical Exhibit. We will be getting the Newspapers in Michigan traveling exhibit from the Clarke Historical Library on January 6 through February 17, 2017.
- 09R.16.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting.
- 09R.16.8 **Expense Report:** The Expense report was mailed for review prior to the meeting. Mr. Rizzo motioned and Ms. Hoeflein seconded to approve the bills in the amount of \$35,418.82. *Motion carried.*
- 09R.16.9 **Reports of Committees:**
1. None
- 09R.16.10 **Unfinished Business:**
1. LED Lighting in Adult Services: Ms. Davidson motioned and Mr. Rizzo seconded to approve the updating of lighting in the Adult Service area by K&S Ventures for \$7702.00. *Motion carried.*
- 09R.16.11 **New Business:**
1. None
- 09R.16.12 **Call to Audience:** Ms. Royster called to the audience with no one in attendance.
- 09R.16.13 **Adjournment:** Ms. Hoeflein motioned and Ms. Davidson seconded to adjourn the meeting. *Motion carried.* The meeting was adjourned at 7:40pm.