

**Oxford Public Library**  
Regular Meeting  
18 November 2015  
7:00 PM  
(Board Minutes)

Present: *President, Duane Salswedel, Vice President, Kathy Hoeflein, Treasure, Jean Davidson, Secretary, Tony Rizzo, Trustee, Julie Fracker, Director, Bryan Cloutier, Terry Brewer, Building Superintendent.*

Absent: *Lynn Royster, Excused*

11R.15.1 **Call to Order:** The Chair called the meeting to order at 7:04 p.m.

11R.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.*

11R.15.3 **Approval of the Minutes:** The Minutes of the October meeting were mailed prior to the meeting. The Chair asked if there were any corrections to the Regular Meeting minutes. Hearing none, Ms. Hoeflein motioned and Ms. Fracker seconded to accept the minutes. *Motion carried.*

11R.15.4 **Communications/Presentation**

1. None

11R.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. Hoeflein motioned and Mr. Rizzo 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

11R.15.6 **Directors Report:**

The Director talked about the hiring of a new Head of Teen Services Librarian. Rachel Quinn will be an asset to the OPL. Also 4 new substitutes have been hired.

The Director discussed a meeting he and a few staff members attended at MAME (*Michigan Association Media Education*) on November 11<sup>th</sup> in Bay City.

11R.15.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting.

11R.15.8 **Expense Report:** The Expense report was mailed for review prior to the meeting. Mr. Rizzo motioned and Ms. Davidson seconded to approve the bills in the amount of \$29573.75 *Motion carried.*

11R.15.9 **Reports of Committees:**

1. None.

11R.15.10 **Unfinished Business:**

1. Mr. Rizzo motioned and Ms. Fracker seconded to accept the proposal for Bill Olivich for snow plowing 2015/2016 and mowing for 2016. *Motion carried.*
2. Mr. Rizzo motioned and Ms. Hoeflein seconded to table the discussion on interior painting until more quotes are available. *Motion carried.*

11R.15.11

**New Business:**

1. None.

11R.15.12

**Call to Audience:** Ms. Hoeflein called to the audience with no one in attendance.

11R.15.13

**Adjournment:** Ms. Fracker motioned and Ms. Davidson seconded to adjourn the meeting. *Motion carried.* The *meeting* was adjourned at 8:00 pm.