

Oxford Public Library

Regular Meeting

21 January 2015

7:00 PM

(Board Minutes)

- Present: *Chair*, Duane Salswedel, *Vice Chair*, Kathy Hoeflein, *Treasurer*, Jean Davidson, *Secretary*, Tony Rizzo, *Trustee*, Lynn Royster, *Trustee*, Julie Fracker, *Director*, Bryan Cloutier
- Absent: None
- 01R.15.1 **Call to Order:** The Chair called the meeting to order at 7:05 p.m.
- 01R.15.2 **Approval of Agenda:** The Chair asked if there were any changes requested to the agenda. There were 2 items added to the Communications. Mr. Rizzo motioned and Ms. Hoeflein seconded to approve the agenda. *Motion carried.*
- 01R.15.3 **Approval of the Minutes:** The Minutes of the December meeting were mailed prior to the meeting. The Chair asked if there were any corrections to the minutes. Ms. Hoeflein motioned and Ms. Davidson seconded to accept the minutes. *Motion carried.*
- 01R.15.4 **Communications/Presentation**
1. Letter from associated Mutual Insurance dropping our plan
 2. Renewal of the Risk Management policy
- 01R.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. Royster 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
- 01R.15.6 **Directors Report:**
The State of the Library was discussed in detail. Nearly 275,000 people visited the OPL in 2014. 226,009 items were borrowed. We discussed all the changes and upgrades that took place in 2014. The Smithsonian exhibit was a lot of work but worth the effort. The Fireside chats were very well attended. All the plumbing issues we talked about. The plumber will stop by later to discuss the cost of any future repairs. The feeling is that a lot of things being flushed should not be. The Building superintendent did not accept the position. The director is still trying to fill that position. This coming year is the Library's 90th year Anniversary. Something will be planned at a later date.
- 01R.15.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting.
- 01R.15.8 **Expense Report:** The Expense report was mailed for review prior to the meeting. Ms. Davidson motioned and Ms. Fracker seconded to approve paying the bills in the amount of \$23,134.55. *Motion carried.*
- 01R.15.9 **Reports of Committees:**
1. None.
- 01R.15.10 **Unfinished Business:**
1. None.
- 01R.15.11 **New Business:**
1. Easter Sunday-Paid Holiday: We discussed the fact that in the past Easter was a paid Holiday but now falls on a day that the library is not open. Ms. Hoeflein motioned and Mr. Rizzo seconded to temporarily suspend Easter as a Paid Holiday. *Motion carried.*
 2. 2015 Meeting Schedule: We voted on the 2015 meeting dates. We will meet every 3rd Wednesday with December meeting only if needed.
- 01R.15.12 **Call to Audience:** Ms. Royster called to the audience with no one in attendance.
- 01R.15.13 **Adjournment:** Ms. Hoeflein motioned and Ms. Davidson seconded to adjourn the meeting. *Motion carried.* The meeting was adjourned at 8:05 pm.