

Oxford Public Library

Regular Meeting

August 21, 2024

7:00 PM

(Board Minutes)

Present: In person: *President, Kathy Hoeflein, Vice President Tony Rizzo, Secretary Julie Fracker, Trustee DuAnne Salswedel, Treasurer Lynn Royster, Director Bryan Cloutier, Friends of the Library President, Lyn Klages*

Absent: *Trustee, Barbara Kriigel (excused)*

08R.24.1 **Call to Order:** The President called the meeting to order at 7:09 p.m.

08R.24.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned, and Ms. Royster seconded to approve the agenda. *Motion carried.*

08R.24.3 **Approval of the Minutes:** Mr. Rizzo made a motion to approve the July minutes and Ms. Fracker seconded. *Motion Carried*

08R.24.4 **Communications/Presentation**

1. FY 2025 Budget Hearing (*tabled until Sept. 4*)
2. Friends of the Library Report
3. ESTA Ruling

08R.24.5 **Approval of the Financial Reports:** Monthly financial reports for July were mailed for review prior to the meeting. Director gave an overview of each report and reconciliation. Mr. Rizzo motioned to accept financial reports and Ms. Fracker seconded. *Motion carried.*

1. Budget v. Actual
2. OB Checking
3. OB Operating
4. OB Payroll
5. Oakland Savings
6. OPL Endowment Fund
7. Four County Community Foundation

08R.24.6 **Directors Report:**

1. Renovation Schedule and Updates
 - a. Construction has been paused while permitting and inspections take place; Director outlined project timeline
 - b. Generator pads are prepped and ready for installation; waiting on update on the main power hub.
2. FY 2025 Budget

08R.24.7 **Statistical Report:** The statistical reports for July were mailed for review prior to the meeting.

08R.24.8 **Expense Report:** The expense reports were sent to the Board for review prior to the meeting. Ms. Salswedel made a motion to pay the bills for the month of July in the amount of \$52,460.67. Mr. Rizzo seconded. *Motion carried.*

08R.24.9 **Reports of Committees:**

None

08R.24.10 **Unfinished Business:**

1. Employment Contract
 - a. Ms. Salswedel moved to authorize the Board Chair to sign the contract. Ms. Royster seconded. *Motion carried.*

08R.24.11

New Business

1. FY 2025 Budget
 - a. Retable the budget hearing to 6 p.m. on Wednesday, September 4. Mr. Rizzo made a motion to table it and Ms. Fracker seconded. *Motion carried.*
2. 100th Anniversary Commemorative Tile Proposal
 - a. Mr. Rizzo made a motion to approve the design and move forward with the project. Ms. Salswedel seconded. *Motion carried.*

08R.24.12

Call to Audience

None

08R.24.13

Library Board Requests / Comments

None

08R.24.14

Adjournment: Ms. Salswedel motioned, and Ms. Fracker seconded to adjourn the meeting at 9:01 p.m.
Motion carried.