

Oxford Public Library

Regular Meeting

October 16, 2024

7:00 PM

(Board Minutes)

Present: *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*

10R.24.01 **Call to Order:** The President called the meeting to order at 7:04 p.m.

10R.24.02 **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.*

10R.24.03 **Approval of the Minutes:** Ms. Royster made a motion to approve the September minutes and Ms. Salswedel seconded. *Motion Carried.*

10R.24.04 **Communications/Presentation**

1. Friends of the Library Report -- Lyn Klages, President.
 - a. The book sale went well. The DAR is helping with reading nooks around town.

10R.24.05 **Approval of the Financial Reports:** Monthly financial reports for September were mailed for review prior to the meeting. Director gave an overview of each report and reconciliation. Ms. Fracker motioned to accept financial reports and Mr. Rizzo 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

10R.24.06 **Directors Report:**

1. Renovation Schedule and Updates
 - a. Construction ongoing; Director is looking at contracting a new window company to replace windows originally contracted to Rochester Glass.
2. Update on Staff Inservice

10R.24.07 **Statistical Report:** The statistical reports for September were mailed for review prior to the meeting.

10R.24.08 **Expense Report:** The expense reports were sent to the Board for review prior to the meeting. Ms. Fracker made a motion to pay the bills for the month of September in the amount of \$254,652.25. Mr. Rizzo seconded. *Motion carried.*

10R.24.09 **Reports of Committees:**

100th Anniversary Celebration Update

10R.24.10 **Unfinished Business:**

None

10R.24.11 **New Business**

1. Library Design Associates Additional Shelving and Tackboards
 - a. Mr. Rizzo make a motion to approve the purchase of materials in the amount of \$7,180.00. Ms. Salswedel seconded. *Motion carried.*

10R.24.12 **Call to Audience**

None

10R.24.13 **Library Board Requests / Comments**

None

10R.24.14

Adjournment: Ms. Salswedel motioned, to adjourn the meeting at 7:57 p.m. and Mr. Rizzo seconded.
Motion carried.