

Oxford Public Library
Regular Meeting
November 18, 2020
7:00 PM
(Board Minutes)

Present (via Zoom call): *President*, Kathy Hoeflein (Village of Oxford, Oxford Township, Oakland County, Michigan), *Vice President* Tony Rizzo (Oxford Township, Oakland County, Michigan), *Secretary* Julie Fracker (Oxford Township, Oakland County, Michigan), *Trustee* Lynn Royster (Village of Oxford, Oxford Township, Oakland County, Michigan), *Trustee* DuAnne Cook (Oxford Township, Oakland County, Michigan), *Treasurer* Jean Davidson (Oxford Township, Oakland County, Michigan), Barbara Kriigel, *Director* Bryan Cloutier, Sue Bossardet, Seth Penchansky, Daniels & Zermack

Absent: None

11R.20.1 **Call to Order:** The President called the meeting to order at 7:06 p.m.

11R.20.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Ms. Fracker motioned and Mr. Rizzo seconded to approve the agenda. *Motion carried.*

11R.20.3 **Approval of the Minutes:**
Ms. Cook motion to approve the minutes and Mr. Rizzo seconded. *Motion carried.*

11R.20.4 **Communications/Presentation:**
1. Follow-up to Bond/Building Project

11R.20.5 **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 to accept the financial reports and Ms. Cook seconded. *Motion carried.*
1. Budget v. Actual
2. OB Checking
3. OB Operating
4. OB Payroll
5. Oakland Savings
6. OPL Endowment Fund

11R.20.6 **Directors Report:**
1. Remote Meetings & Open Meetings Act – Legislative Update
a. Remote meetings can be held through Dec. 31, 2021; Board members must identify themselves by stating where they are calling from and that they are attending the meeting remotely.

11R.20.7 **Statistical Report:** The Statistical report was emailed for review prior to the meeting.

11R.20.8 **Expense Report:** The expense report was sent to the Board for review prior to the meeting. Ms. Davidson made a motion to pay the bills the amount of \$39,442.35. Mr. Rizzo seconded. *Motion carried.*

11R.20.9 **Reports of Committees:**
None

11R.20.10 **Unfinished Business:**
None

11R.20.11 **New Business:**
1. Observe and Close Monday, July 5, 2021 for Independence Day
a. Ms. Fracker made a motion to recognize July 5, 2021 as the legal holiday. Ms. Royster seconded. *Motion carried.*
2. Pandemic Plan / Library Plan of Service Update

- a. Director recommends remaining open for now and monitor the traffic and safety of staff. In-house programming has been suspended.
3. Endowment Account at OB
 - a. The Board authorized the Library Director to open an account at Oxford Bank to receive donations and transfer funds to the Four Community Foundation. Ms. Fracker motioned to open the account, Ms. Royster seconded. *Motion carried.*
4. Election of Board Officers
 - a. New Board Officers for the 2020-2024 term are *President, Kathy Hoeflein, Vice President Tony Rizzo, Secretary Julie Fracker, Trustee Barbara Kriigel, Trustee DuAnne Cook, Treasurer Lynn Royster.* Ms. Davidson made a motion to accept the new officers, Ms. Cook seconded. *Motion carried.*
 - b. Mr. Rizzo made a motion is support of the purchase of new furniture. Ms. Davidson seconded. *Motion carried.*

11R.20.12 **Call to Audience:** A call was made to the audience with no one in attendance.

11R.20.13 **Adjournment:** Ms. Fracker motioned and Ms. Davidson seconded to adjourn the meeting at 8:22 p.m. *Motion carried.*