

Oxford Public Library

Regular Meeting

February 21, 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, *Trustee* Barbara Kriigel, *Friends of the Library President*, Lyn Klages

Absent: None

02R.24.1 **Call to Order:** The President called the meeting to order at 7:05 p.m.

02R.24.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned, and Ms. Kriigel seconded to approve the agenda. *Motion carried.*

02R.24.3 **Approval of the Minutes:** Mr. Rizzo made a motion to approve the January minutes as modified and Mr. Royster seconded. *Motion Carried*

02R.24.4 **Communications/Presentation**

1. Friends of the Library Report – Lyn Klages, President
 - a. Basket auction is ongoing
 - b. Book sale the week of April 6

02R.24.5 **Approval of the Financial Reports:** Monthly financial reports for January 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. Salswedel 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

02R.24.6 **Directors Report:**

1. Snow and Ice Removal
 - a. Due to excess snow and ice in January, the library received a bill of \$15,000 for snow and ice removal. The Director has discussed the high rate and the company will make adjustments moving forward.
2. Renovations Update
 - a. Library Director met with the architect to discuss preliminary drawings and scope of work.
3. Gas Line for Generator
 - a. Consumers Energy was on-site to install the underground gas line from Pontiac Street back to the generator site. Tree trimmers also took care of the downed and damaged trees from the ice storm, and cleared areas where the generator will sit.

02R.24.7 **Statistical Report:** The statistical reports for January were mailed for review prior to the meeting.

02R.24.8 **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 January in the amount of \$70,327.08. Ms. Salswedel seconded. *Motion carried.*

02R.24.9 **Reports of Committees:**

None

02R.24.10 **Unfinished Business:**

1. Credit card
 - a. Ms. Fracker made a motion to secure the Business Ultimate Rewards Mastercard and Mr. Rizzo seconded. *Motion carried.*

02R.24.11

New Business

1. Community Room Table Replacement

- a. A proposal was presented to replace 24 community room tables. Ms. Kriigel made a motion to purchase new tables for a cost of \$27,795.00. Mr. Rizzo seconded. *Motion carried.*

02R.24.12

Call to Audience

None

02R.24.13

Library Board Requests / Comments

Ms. Klages thanked the Board for the cake for the Friends of the Library meeting.

Ms. Kriigel enjoyed the new newsletter.

02R.24.14

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