

Oxford Public Library

Regular Meeting

April 20, 2022

7:00 PM

(Board Minutes)

Present: *President, Kathy Hoeflein, Vice President Tony Rizzo, Secretary Julie Fracker, Trustee, DuAnne Salswedel, Trustee Barbara Kriigel, Trustee, Lynn Royster, Director Bryan Cloutier,*

Absent: None

4R.22.1 **Call to Order:** The President called the meeting to order at 7:15 p.m.

4R.22.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned and Ms. Fracker seconded to approve the agenda. *Motion carried.*

4R.22.3 **Approval of the Minutes:** Ms. Royster motioned to approve the minutes and Mr. Rizzo seconded. *Motion carried.*

4R.22.4 **Communications/Presentation:**
a. None

4R.22.5 **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. Mr. Rizzo motioned to accept the March financial reports and Ms. Kriigel 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

4R.22.6 **Directors Report:**

1. HVAC/Replacement
 - a. Library Director continues to meet and gather estimates for updating the HVAC system at the library. Bids expected by next month.
2. FY23 Federal Grant Applications
 - a. Library Director submitted two preliminary grant applications to Rep. Elissa Slotkin's office for "community funding" for critical HVAC upgrades and community emergency preparedness.
3. Free Fine System Update
 - a. TLN removed outstanding/existing fines from our database and prepared for it to operate in free fine mode.
4. New Copier Arrives April 27, 2022
5. Library Director to Gather Estimates for Replacing Sidewalks

4R.22.7 **Statistical Report:** The Statistical report was emailed for review prior to the meeting.

4R.22.8 **Expense Report:** The expense report was sent to the Board for review prior to the meeting. Ms. Fracker made a motion to pay the bills the amount of \$34,957.93. Mr. Salswedel seconded. *Motion carried.*

4R.22.9 **Reports of Committees:**
None

4R.22.10 **Unfinished Business:**
None

4R.22.11 **New Business:**

1. Proposal for Strategic Planning Services. Discussion.
2. Proposal for Upgrade/Replacement HVAC system. Waiting on bids.

3. Proposal to Redesign Doublestein Atrium Garden. Mr. Rizzo made a motion to proceed with the plan as presented with funding coming from endowment fund and fund balance. Not to exceed \$1,600. Ms. Salswedel seconded. *Motion carried.*
4. Proposal to Upgrade/Replace Public Drinking Fountains. Discussion.

4R.22.12

Call to Audience:

1. A call was made to the audience and no one was in attendance.

4R.22.13

Library Board Requests / Comments

None

4R.22.14

Adjournment: Mr. Rizzo motioned, and Ms. Salswedel seconded to adjourn the meeting at 8:47 p.m. *Motion carried.*