

Oxford Public Library
Regular Meeting
May 19, 2021
7:00 PM
(Board Minutes)

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

Absent: None

05R.21.1 **Call to Order:** The President called the meeting to order at 7:01 p.m.

05R.21.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned and Ms. Cook seconded to approve the agenda. *Motion carried.*

05R.21.3 **Approval of the Minutes:**
Mr. Rizzo motioned to update minutes to reflect that the group did not meet via Zoom, and to approve the minutes and Ms. Royster seconded. *Motion carried.*

05R.21.4 **Communications/Presentation:**
1. Building Expansion Project Bond Calculations

05R.21.5 **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. Fracker motioned to accept the 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

05R.21.6 **Directors Report:**
1. Phone System Upgrade Update
 a. New phone system installed on May 14. All is working well.
2. Book Drop Canopy Update
 a. Waiting for materials to arrive before we can best assess an alternative approach as the proposed location sits on the water main connection
3. Fiscal Audit
 a. Rana Emmons was onsite to conduct field work for the audit.
4. Ballot Language
 a. All financial forecasts and budget numbers were sent to Tom Collis at Miller Canfield;

05R.21.7 **Statistical Report:** The Statistical report was emailed for review prior to the meeting.

05R.21.8 **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 \$55,213.65. Ms. Kriigel seconded. *Motion carried.*

05R.21.9 **Reports of Committees:**
None

05R.21.10 **Unfinished Business:**
None

05R.21.11 **New Business:**
1. Review acceptance of the bond calculations. Mr. Rizzo proposed moving forward the Charter Township of Oxford Library Building and Site Bounds Summary of Proposed Bonding

Alternatives Table 4a, which accepts funding without capitalized interest. Ms. Cook seconded.
Motion carried.

2. Review ballot language. Board suggested adding more detailed language to explain the improvements provided via the bond. Director to work to provide a summary list of improvements and circulate.

05R.21.12 **Call to Audience:** Three community members were in attendance and stated opinions related to the bond and asked members to reconsider the bond.

05R.21.13 **Adjournment:** Ms. Cook motioned and Ms. Kriigel seconded to adjourn the meeting at 8:35 p.m. *Motion carried.*