

Oxford Public Library

Regular Meeting

August 21, 2019

7:00 PM

(Board Minutes)

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

Absent: None

8R.21.1 **Call to Order:** The President called the meeting to order at 7:02 p.m.

8R.21.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned and Ms. Davidson seconded to approve the agenda. *Motion carried.*

8R.21.3 **Approval of the Minutes:** The Minutes of the July meeting were mailed prior to the meeting. Ms. Royster motioned to approve minutes and Ms. Davidson seconded. *Motion carried.*

8R.21.4 **Communications/Presentation:**

1. Budget Hearing – FY 2020 Budget and Millage Rate
 - a. Budget hearing called to order at 7:04 p.m. Ms. Royster motioned to open the meeting and Ms. Davison seconded. *Motion carried.*
 - b. Director outlined budget items detailed in report; report provided to Board prior to meeting
 - c. Total FY 2020 payables
 - d. Budget hearing meeting closed at 7:19 p.m. Ms. Royster motioned to reopen the meeting and Ms. Davison seconded. *Motion carried.*

8R.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. Royster motioned and Mr. Rizzo seconded to accept the financial reports. *Motion carried.*

1. Budget v. Actual
2. OB Checking
3. OB Operating
4. OB Payroll
5. Oakland Savings
6. OPL Endowment Fund
7. OPL Endowment CD #1
8. OPL Endowment CD #2
9. Oberg Endowment Fund
10. Oberg Endowment CD #1
11. Oberg Endowment CD #2

8R.21.6 **Directors Report:**

1. Google Images
 - a. Due to an update with Google, they have changed the way they store, redirect, and display images on the Internet, which has become a concern as it is not in compliance with our website monitoring software. Director outlined the plan to rectify the situation.

8R.21.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting.

8R.21.8 **Expense Report:** The Expense report for the month of July was sent to the Board prior to meeting for review. Ms. Fracker moved to approve the payments in the amount of \$49,244.86 and Mr. Rizzo seconded. *Motion carried.*

8R.21.9 **Reports of Committees:**

None

8R.21.10

Unfinished Business:

1. Succession Planning. Ms. Davidson motioned table the conversation until next month. Ms. Cook seconded. *Motion carried.*

8R.21.11

New Business:

1. TLN Shared Automation System
 - a. Jacqueline Seimer, Head of Support Services, joined the meeting to discuss issues with the proposed adoption of new policies by the TLN system, including automatic renewals system-wide. Conversations are ongoing with the TLN group to rectify the situation and arrive at a system that works for OPL.
2. Adopt FY2020 Budget & Set Millage
 - a. Ms. Royster made a motion to accept the budget in the amount of \$1,327,826.00 and adopt the millage rate at 1.3367. Ms. Davidson seconded. *Motion carried.*

8R.21.12

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

8R.21.13

Closed Session: Ms. Davidson made a motion to open a closed session to discuss legal strategy regarding Forcepoint Web Filtering matters, those present were the Board of Directors and the Library Director, and Mr. Rizzo seconded at 7:56 p.m. (Roll Call Vote) 6 Yea; 0 Nay. *Motion carried.*

Ms. Hoeflein made a motion to return to regular session, and Ms. Davidson seconded at 8:24 p.m. (Roll Call Vote) 6 Yea; 0 Nay. *Motion carried.*

8R.21.14

Adjournment: Ms. Davidson motioned and Mr. Royster seconded to adjourn the meeting at 8:25 p.m. *Motion carried.*