

Oxford Public Library

Regular Meeting

March 15, 2023

7:00 PM

(Board Minutes)

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

Absent: None

03R.23.1 **Call to Order:** The President called the meeting to order at 7:04 p.m.

03R.23.2 **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.*

03R.23.3 **Approval of the Minutes:** Ms. Salswedel made a motion to approve the minutes as amended. Ms. Royster seconded. *Motion Carried*

03R.23.4 **Communications/Presentation**

1. Noner

03R.23.5 **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 financial reports for January and February 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
7. Four County Community Foundation

03R.23.6 **Directors Report:**

1. 2022 Audit
 - a. The February audit was delayed due to the ice storm. Will be rescheduled at a future date.
2. APRA Funding Request to Township
 - a. A proposal for a building generator was resubmitted for consideration for funding in the amount of \$375,000. The Director also submitted a proposal to fund Envisionware 24 Hour Library self-service branches out in the community in the amount of \$300,000.
3. Wireless Printing
 - a. The Director will be working with Envisionware and our technology support to install wireless printing within the library.

03R.23.7 **Statistical Report:** The Statistical reports for January and February were emailed for review prior to the meeting.

03R.23.8 **Expense Report:** The expense reports were sent to the Board for review prior to the meeting. Mr. Rizzo made a motion to pay the bills for the month of January the amount of \$276,865.33. Ms. Fracker seconded. *Motion carried.* Ms. Kriigel made a motion to pay the bills for the month of February the amount of \$167,129.68. Ms. Salswedel seconded. *Motion carried.*

03R.23.9 **Reports of Committees:**

None

03R.23.10 **Unfinished Business:**

None

03R.23.11

New Business:

1. Director 2023 Goals and Objectives
 - a. Backup generator
 - b. Kiosk
 - c. Oxford Leader Digitization Project Up-to-Date
 - d. Smithsonian Exhibition here in 2024
2. Strategic Planning Update
3. Staff Off-Desk Work Area Renovation/Scope of Work. Mrs. Fracker made motion to authorize the Director to bring Library Design Associations in for a consultation of a redesign of the off-desk area. Mr. Rizzo seconded. *Motion carried.*

03R.23.12

Call to Audience

A call was made, and no one was in attendance.

03R.23.13

Library Board Requests / Comment

1. Mr. Rizzo discussed the pleasant new staff.

03R.23.14

Adjournment: Mr. Rizzo motioned, and Ms. Fracker seconded to adjourn the meeting at 8:27 p.m. *Motion carried.*