

# Oxford Public Library

Regular Meeting

August 17, 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

08R.22.1 **Call to Order:** The President called the meeting to order at 7:05 p.m.

08R.22.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned and Mr. Salswedel seconded to approve the agenda. *Motion carried.*

08R.22.3 **Approval of the Minutes:** Ms. Royster made a motion to approve the minutes as amended. Mr. Rizzo seconded. Motion Carried

08R.22.4 **Communications/Presentation:**

1. Mr. Rizzo made a motion to open the public budget hearing and Ms. Kriigel seconded at 7:05 p.m. Budget for the year presented for FY2023 was detailed line by line, resulting in a total budget for the year of \$1,430,001. Mr. Rizzo motioned to close the budget hearing at 7:21 p.m. and Ms. Fracker seconded. *Motion carried.*

08R.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. Ms. Fracker motioned to accept the July financial reports and Ms. Royster 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

08R.22.6 **Directors Report:**

1. HVAC Update
  - a. Goyette has been on-site over the last several weeks. Most preliminary work necessary is done to prepare for the installation of the rooftop units.
2. Replacement of Front Exterior Entry Doors
  - a. The front vestibule doors for the library are no longer opening and closing properly, impacting handicap accessibility. A quote from Pioneer Door is included to replace the doors.
3. Replacement of Community Room Partition Wall
  - a. The existing wall no longer stays connected together and is difficult to use. A quote to replace the wall is included for review.
4. Court Mandated Minimum Wage Increase & Sick Leave
  - a. Director is recommending to approve a 2023 adjustment to the Library Page position to \$12 to \$14 accordingly. He is still in discussion with the attorney regarding proposed paid sick leave changes.

08R.22.7 **Statistical Report:** The Statistical report was emailed for review prior to the meeting.

08R.22.8 **Expense Report:** The expense report was sent to the Board for review prior to the meeting. Ms. Rizzo made a motion to pay the bills the amount of \$38,368.69. Ms. Kriigel seconded. *Motion carried.*

08R.22.9 **Reports of Committees:**

None

08R.22.10 **Unfinished Business:**

None

08R.22.11

**New Business:**

1. Quote to replace the front exterior entry doors. Ms. Fracker motioned to purchase the new doors for \$14,902.20 from Pioneer Door. Mr. Rizzo seconded. *Motion carried.*
2. Quote to replace Community Room partition wall. Estimate from Gardiner C. Vose to replace the current wall and panels. Mr. Rizzo made a motion to accept the proposal in the amount of \$37,500. Ms. Royster seconded. *Motion carried.*
3. FY 23 budget and millage rate approval. Ms. Salswedel made a motion to approve the FY 23 budget in the amount of \$1,430,001.00, and to advise the Township to set the millage rate at 1.2962. Mr. Rizzo seconded. *Motion carried.*
4. 2023 salary range and minimum wage increase. Board agreed to table the conversation until a future meeting.

08R.22.12

**Call to Audience:**

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

08R.22.13

**Library Board Requests / Comments**

Mr. Rizzo requested an update on temperature controls and repairs to the irrigation system.

08R.22.14

**Adjournment:** Ms. Fracker motioned, and Ms. Kriigel seconded to adjourn the meeting at 8:12 p.m. *Motion carried.*