

Oxford Public Library

Regular Meeting

December 16, 2021

7:00 PM

(Board Minutes)

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

Absent: *President*, Kathy Hoeflein (excused)

12R.21.1 **Call to Order:** The President called the meeting to order at 7:08 p.m.

12R.21.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Ms. Fracker motioned and Ms. Royster seconded to approve the agenda. *Motion carried.*

12R.21.3 **Approval of the Minutes:** Ms. Salswedel motioned to approve the minutes and Ms. Royster seconded. *Motion carried.*

12R.21.4 **Communications/Presentation:**

1. None

12R.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. Kriigel motioned to accept the November financial reports and Ms. Salswedel seconded. *Motion carried.*

1. Budget v. Actual
2. OB Checking
3. OB Operating
4. OB Payroll
5. Oakland Savings
6. OPL Endowment Fund

12R.21.6 **Directors Report:**

1. End of Year Budget Adjustments
2. Township Grant Funds
 - a. The Library submitted a grant proposal to replace the front entry doors in conjunction with available funds from a CDGB government grant fund. The motion failed to gather support by the Township Board.
3. There will be an annual increase in fees for attorney services provided to the library.

12R.21.7 **Statistical Report:** The Statistical report was emailed for review prior to the meeting.

12R.21.8 **Expense Report:** The expense report was sent to the Board for review prior to the meeting. Ms. Royster made a motion to pay the bills the amount of \$99,104.59. Ms. Kriigel seconded. *Motion carried.*

12R.21.9 **Reports of Committees:**

None

12R.21.10 **Unfinished Business:**

None

12R.21.11 **New Business:**

1. 2021 Budget Adjustment. Ms. Fracker made a motion to approve the year end budget adjustment as outlined by the Library Director. Ms Salswedel seconded. *Motion carried.*
2. 2022 Meeting Schedule. The Library Board 2022 Meeting Schedule was presented to the Board. Ms. Royster made a motion to approve the schedule as presented. Ms. Kriigel seconded. *Motion carried.*

12R.21.12 **Call to Audience:**

- a. A call was made to the audience and one member was in attendance.

12R.21.13 **Adjournment:** Ms. Salswedel motioned, and Ms. Kriigel seconded to adjourn the meeting at 7:37 p.m. *Motion carried.*