

## Oxford Public Library

Regular Meeting

July 16 2014

7:00 PM

(Board Minutes)

Present: *Chair*, Duane Salswedel, *Vice Chair*, Kathy Hoeflein, *Treasurer*, Jean Davidson, *Secretary*, Tony Rizzo, *Trustee*, Lynn Royster, *Trustee*, Sian Marshall, *Director*, Bryan Cloutier, also present was OCTV

Absent: None

07R.14.1 **Call to Order:** The Chair called the meeting to order at 7:02 p.m.

07R.14.2 **Approval of Agenda:** The Chair asked if there were any changes requested to the agenda. There were none. *Ms. Davidson motioned and Mr. Rizzo seconded to approve the agenda.* Motion carried.

07R.14.3 **Approval of the Minutes:** The Minutes of the June 18<sup>th</sup> meeting were mailed prior to the meeting. The Chair asked if there were any corrections to the minutes. Hearing none, *Ms. Hoeflein motioned and Ms. Marshall seconded to accept the minutes.* Motion carried.

### 07R.14.4 **Communications/Presentation**

1. Y13 Audit Report -Rana Emmons from PSLZ LLP Certified Public Accountants presented the 2013 Audit Report. It was mentioned that it was a very favorable report. It was also explained that as the tax values changed it affects our budget. The firm is very pleased at how quick our staff responds to the requests to get info back to them.

07R.14.5 **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. *Mr. Rizzo motioned and Ms. Davidson seconded to accept the Financial reports.* Motion carried.

1. Budget v. Actual
2. OSB Checking reconciliation
3. OSB Saving reconciliation
4. Oakland County Reconciliation
5. Chase Bank Reconciliation
6. OPL Endowment Fund
7. Oberg Endowment Fund
8. OPL Endowment CD
9. Oberg Endowment CD

07R.14.6 **Directors Report:** The Director discussed on how the Summer Reading Program started out slow but progressed into a record number attendants. It was mentioned that a lot more families are visiting the library to expose themselves and children to other like-minded families. The Director met with the North Oakland Republican Club about supporting the Library Millage. He also spoke with the Oxford Rotary Club primarily to discuss the renovations and technology changes. He also mentioned that the Library Friends are having a booth at Celebrate Oxford.

07R.14.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting. The numbers seem to be back to normal now that the construction project is over.

07R.14.8 **Expense Report:** The Expense report was mailed for review prior to the meeting. *Mr. Rizzo motioned and Ms. Hoeflein seconded to approve paying the bills in the amount of \$188,019.62.* Motion carried.

### 07R.14.9 **Reports of Committees:**

1. None.

### 07R.14.10 **Unfinished Business:**

1. None.

- 07R.14.11 **New Business:** Y13 Audit Report: *Ms. Davidson motioned and Ms. Marshall seconded to accept the 2013 audit report as was presented.* Motion carried.
- 07R.14.12 **Call to Audience:** Ms. Hoeflein made a call to the audience, the OTCV camera man asked the director if the drop in taxable revenue was the reason that we were are looking for a Library Millage. The director explained in full.
- 067R.14.13 **Adjournment:** *Ms. Hoeflein motioned and Mr. Davidson seconded to adjourn the meeting.* Motion carried. The meeting was adjourned at 8:30 p.m.