

Oxford Public Library

Regular Meeting

January 17, 2018

7:00 PM

(Board Minutes)

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

Absent: None

1R.17.1 **Call to Order:** The President called the meeting to order at 7:04 p.m.

1R.17.2 **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.*

1R.17.3 **Approval of the Minutes:** The Minutes of the December meeting were mailed prior to the meeting. Ms. Davidson motioned to accept amended minutes and Ms. Fracker seconded. *Motion carried.*

1R.17.4 **Communications/Presentation:**

1. None.

1R.17.5 **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. Davidson motioned and Mr. Rizzo 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 #1
9. OPL Endowment CD #2
10. Oberg Endowment CD #1
11. Oberg Endowment CD #2

1R.17.6 **Directors Report:**

1. State of the Library
 - a. The Director presented the annual "State of the Library" report which showcased the library's significant accomplishments in 2017.

1R.17.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting.

1R.17.8 **Expense Report:** The Expense report was incomplete. Ms. Davidson motioned to table the expense report approval until next month and Mr. Rizzo seconded. *Motion carried.*

1R.17.9 **Reports of Committees:**

1. None

1R.17.10 **Unfinished Business:**

1. None

1R.17.11 **New Business:**

1. None

1R.17.12 **Call to Audience:** A call was made to the audience with no one in attendance.

1R.17.13 **Adjournment:** Ms. Davison motioned and Mr. Rizzo seconded to adjourn the meeting at 7:22 p.m. *Motion carried.*