

MINUTES
Oxford Public Library Board
July 18, 2012

The regular meeting of the OPL Board was called to order by President Duane Salswedel at 7 p.m. Present were Salswedel, Hoeflein, Offer, Rizzo, Davidson, Stilwell and Director Bryan Cloutier.

Approval of Agenda: *Motion made by Rizzo to approve the agenda as presented, 2nd by Davidson and passed.*

Approval of Minutes: *Motion to approve the minutes was made by Davidson, 2nd by Hoeflein and passed.*

Communications: The June 2012 *Par Plan News* publication.

Approval of Financial Reports: During his review of the financial reports, the director talked about the transaction fees incurred for transfer of funds from one bank to another and will investigate possible ways to eliminate these. *Offer moved to approve the financial reports, 2nd by Rizzo and passed by unanimous roll call vote.*

Director's Report: 1) Hi Hill Lawn Service submitted a quote, but since he is also a supplier/vendor for our current company, he did not wish to undercut them. The costs of both services are about equal. No other companies submitted bids.

2) Charter Business has submitted a quote for phone, internet and fax lines. The director recommends keeping the alarm lines with AT&T at around \$78.00 per month, but overall savings of around \$4,200 per year far outweighs the cost of staying with AT&T for the alarm lines.

3) The director presented the millage question at the recent Rotary meeting, including the library's statistical and financial status. He felt the proposal was well received overall.

The library now has a Facebook account on its Website.

Statistics for the month of June indicate a very busy month, with increased numbers in every category. Programs offered and attended were up 18 and 76 percent, respectively.

Approval of Bills: *Offer made the motion to approve payment of bills in the amount of \$28,731.75, 2nd by Hoeflein and passed by unanimous roll call vote.*

Unfinished Business: The lawn maintenance bids were discussed. *Hoeflein moved to keep the present company, 2nd by Davidson and passed.*

2) Charter business phone bid included internet, all voice lines and fax lines with unlimited long distance, at a monthly charge of \$498.68. The alarm lines will continue to be with AT&T. *Rizzo made the motion to switch to Charter with a 3-year contract, supported by Davidson and passed unanimously by roll call vote.*

New Business: The FY2012 mid-year budget was presented and discussed. Increases in capital expenses (technology, upkeep) are anticipated. *Rizzo moved to table the issue, 2nd by Davidson and passed.*

Call to audience: no audience.
Stilwell moved to adjourn, 2nd by Davidson and passed.

Next meeting will be August 15, 2012.

Respectfully submitted,
Sue Stilwell, secretary