

Oxford Public Library

Regular Meeting

21 MAY 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

05R.14.1 **Call to Order:** The Chair called the meeting to order at 7:04 p.m.

05R.14.2 **Approval of Agenda:** The Chair asked if there were any changes requested to the agenda. Hearing none, *Ms. Hoeflein motioned Ms. Royster seconded to approve the agenda.* Motion carried.

05R.14.3 **Approval of the Minutes:** The Minutes of the April 16 meeting were mailed prior to the meeting. The Chair asked if there were any corrections to the minutes. Hearing none, *Ms Davidson motioned and Ms. Marshall seconded to accept the minutes.* Motion carried.

05R.14.4 **Communications:**

1. None

05R.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

05R.14.6 **Directors Report:** The Director talked about the upcoming speaking engagements that he would be explaining the upcoming ballot proposal.

We discussed the upcoming Smithsonian Exhibit coming to OPL. Judy will be in attendance. Volunteers will be needed for extra help. Everyone is quite excited about this event.

We talked about the progress of the construction project being on schedule. The director asked to be on the MLA Legislative Committee for one more year.

05R.14.7 **Statistical Report:** The Statistical report was mailed for review prior to the meeting. There was some discussion that the numbers were down slightly but still very good.

05R.14.8 **Expense Report:** The Expense report was mailed for review prior to the meeting. *Ms. Hoeflein motioned and Mr. Rizzo seconded to approve paying the bills in the amount of \$101,700.33.* Motion carried.

05R.14.9 **Reports of Committees:**

1. None.

05R.14.10 **Unfinished Business:**

1. None.

05R.14.11 **New Business:**

1. Termination of Health Benefits. We discussed the changes in the Health insurance. *Motion was made by Ms. Davidson seconded by Ms. Royster to have the director find a replacement PPO Plan as close to the present cost and benefits. Motion carried.*
2. Credit Card Services w/3M Self-Check Systems: It was brought to our attention that there was more expense than we had planned if we added the Credit Card service on the self-checkout. *Ms. Hoeflein motioned and Ms. Davidson seconded to not have the Credit Card function at this time. Motion carried.*

05R.14.12 **Call to Audience:** Ms. Marshall made a call to the audience, no one spoke up.

05R.14.13 **Adjournment:** *Ms. Davidson motioned and Mr. Hoeflein seconded to adjourn the meeting. Motion carried. The meeting was adjourned at 8:45 p.m.*