

Oxford Public Library

Regular Meeting

January 18, 2023

7:00 PM

(Board Minutes)

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

Absent: None

01R.23.1 **Call to Order:** The President called the meeting to order at 7:04 p.m.

01R.23.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned, and Ms. Royster seconded to approve the agenda. *Motion carried.*

01R.23.3 **Approval of the Minutes:** Ms. Fracker made a motion to approve the minutes as amended. Mr. Rizzo seconded. *Motion Carried*

01R.23.4 **Communications/Presentation**

1. Township Investment Accounts and Policy – Joseph Ferrari, Township Treasurer

01R.23.5 **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 to accept the December 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
7. Four County Community Foundation

01R.23.6 **Directors Report:**

1. HVAC Update
 - a. All rooftop units are installed and operational.
2. Circulation Lobby Ceiling
 - a. The lobby ceiling has been restored and the audiobook collection has been moved back into the area.
3. Fourth Self-Checkout Machine
 - a. Bibliotheca has upgraded the fourth self-checkout machine and added it to our existing contracts..
4. Treasurer Ferrari Attends Board Meeting
 - a. Mr. Ferrari answered Board questions regarding investments.

01R.23.7 **Statistical Report:** The Statistical reports for December were emailed for review prior to the meeting.

01R.23.8 **Expense Report:** The expense reports were sent to the Board for review prior to the meeting. Ms. Fracker made a motion to pay the bills for the month of December the amount of \$128,246.03. Mr. Rizzo seconded. *Motion carried.*

01R.23.9 **Reports of Committees:**
None

01R.23.10 **Unfinished Business:**
None

01R.23.11 **New Business:**

1. 2023 Board Meeting Schedule. Ms. Royster made a motion to accept the 2023 board meeting schedule as presented. Ms. Kriigel seconded. *Motion carried.*
2. Endowment Fund Transfer to Four Community Foundation. No action was taken.

01R.23.12

Call to Audience

A call was made, and no one was in attendance.

01R.23.13

Library Board Requests / Comment

1. Mr. Rizzo inquired about invoices from Goyette.
2. Ms. Kriigel asked for an update from the Ivy Group, which the Library Director provided.

01R.23.14

Adjournment: Ms. Fracker motioned, and Ms. Salswedel seconded to adjourn the meeting at 8:26 p.m. *Motion carried.*