

# Oxford Public Library

Regular Meeting

February 19, 2025

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, Friends of the Library President, Lyn Klages*
- Absent: None
- 02R.25.01 **Call to Order:** The President called the meeting to order at 7:00 p.m.
- 02R.25.02 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned, and Ms. Fracker seconded to approve the agenda. *Motion carried.*
- 02R.25.03 **Approval of the Minutes:** Mr. Rizzo made a motion to approve the January minutes and Ms. Royster seconded. *Motion Carried.*
- 02R.25.04 **Public Comment**  
1. None
- 02R.25.05 **Communications/Presentation**  
1. Friends of the Library Report – *Lyn Klages, President*
- 02R.25.06 **Approval of the Financial Reports:** Monthly financial reports and expenses for January were mailed for review prior to the meeting. Director gave an overview of each report and reconciliation. Ms. Fracker motioned to accept 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
- 02R.25.07 **Director's Report:**  
1. Construction Update  
a. Work is complete. A credit of \$4,185 will return to the library because we did not install the proposed acoustical wall application. Paint still will be touched up and an electrical outlet was installed. Windows will be installed sometime in March. And fuel gaskets have been replaced on the generator.
- 02R.25.08 **Statistical Report:** The statistical reports for January were mailed for review prior to the meeting.
- 02R.25.09 **Expense Report:** The expense reports were sent to the Board for review prior to the meeting. Ms. Salswedel made a motion to pay the bills for the month of December in the amount of \$88,287.27. Mr. Rizzo seconded. *Motion carried.*
- 02R.25.10 **Reports of Committees:**  
1. 100<sup>th</sup> Anniversary Update
- 02R.25.11 **Unfinished Business:**  
1. None
- 02R.2..12 **New Business**  
1. Acoustical Application for Ostrander Room  
a. Director presented a plan for a new acoustical application piece for the Ostrander Room using the returned funds from the Alan Group and additional funds. Mr. Rizzo made a motion to contract Library Design Associates for the amount of \$5,948.00. Ms. Fracker seconded. *Motion carried.*

02R.25.13

**Call to Audience**

1. None

02R.25.14

**Library Board Requests / Comments**

02R.25.15

**Adjournment:** Ms. Salswedel motioned to adjourn the meeting at 7:56 p.m. and Ms. Kriigel seconded.  
*Motion carried.*