

# Oxford Public Library

Regular Meeting

March 26, 2025

7:00 PM

(Board Minutes)

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

Absent: *President*, Kathy Hoeflein

03R.25.01 **Call to Order:** The President called the meeting to order at 7:02 p.m.

03R.25.02 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Ms. Kriigel motioned, and Ms. Fracker seconded to approve the agenda. *Motion carried.*

03R.25.03 **Approval of the Minutes:** Ms. Royster made a motion to approve the February minutes and Ms. Kriigel seconded. *Motion Carried.*

03R.25.04 **Public Comment**  
1. None

03R.25.05 **Communications/Presentation**  
1. None

03R.25.06 **Approval of the Financial Reports:** Monthly financial reports and expenses for February 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

03R.25.07 **Director's Report:**

1. Boiler Pump Failure
  - a. One of the two main boiler pumps failed and is scheduled for replacement.
2. Window Replacement
  - a. The fabrication is into the shop and they will schedule glass soon.
3. Board Room Technology
  - a. New TV has been placed in the board room allowing groups to screen share during meetings.
4. Wireless Access Points Replaced
  - a. Three of the four wireless access points failed and needed to be replaced.
5. Insurance Renewal
  - a. Our property insurance agent will present and discuss changes to policy and premium.
6. Legislative Day
  - a. Michigan Library Association's annual Legislative and Advocacy Day is scheduled for April 30 in Lansing. Director and others will attend.
7. Children's Desk Repairs
  - a. Library Design Associates will be coming out to fix the storage drawers in the Children's Department desk.

03R.25.08 **Statistical Report:** The statistical reports for February were mailed for review prior to the meeting.

03R.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 February in the amount of \$126,553.51. Ms. Fracker seconded. *Motion carried.*

