

Oxford Public Library

Regular Meeting

July 16, 2025

7:00 PM

(Board Minutes)

Present: *President, Kathy Hoeflein, Secretary Julie Fracker, Trustee DuAnne Salswedel, Treasurer Lynn Royster, Trustee, Barbara Kriigel, Director Bryan Cloutier, Friends of the Library Board President Lyn Klages, Director of Engagement Services Sandy Herp*

Absent: *Vice President Tony Rizzo*

07R.25.01 **Call to Order:** The President called the meeting to order at 7:05 p.m.

07R.25.02 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Ms. Fracker motioned, and Ms. Kriigel seconded to approve the agenda. *Motion carried.*

07R.25.03 **Approval of the Minutes:** Ms. Royster made a motion to approve the June minutes and Ms. Salswedel seconded. *Motion Carried.*

07R.25.04 **Public Comment**
1. None

07R.25.05 **Communications/Presentation**
1. Friends of the Library Report and 100th Anniversary Gala Update – *Lyn Klages, President*

07R.25.06 **Approval of the Financial Reports:** Monthly financial reports and expenses for June were mailed for review prior to the meeting. Director gave an overview of each report and reconciliation. Ms. Salswedel motioned to accept financial reports and Ms. Fracker 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

07R.25.07 **Director's Report:**
1. Window Replacement

- a. Ongoing; Glass is in, waiting on framing

2. Aflec Meeting

- a. Discussion for an additional plan for employees to be considered

3. August Budget Hearing & Budget Forecast

- a. Library Director is beginning work on 2026 fiscal budget.

4. Generator Service Contract

- a. Library Director working with Cummins to get pricing for a semi-annual maintenance contract for the new generator.

07R.25.08 **Statistical Report:** The statistical reports for June were mailed for review prior to the meeting.

07R.25.09 **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 June in the amount of \$33,436.45. Ms. Kriigel seconded. *Motion carried.*

07R.25.10 **Reports of Committees:**
1. 100th Anniversary
2. Personnel Committee

07R.25.11 **Unfinished Business:**
1. None

07R.25.12

New Business

1. Employee Supplemental Insurance Options
 - a. Ms. Fracker made a motion to offer Aflec short-term disability and accident supplemental insurance policies to employees, with employees paying into the program. Ms. Royster seconded. *Motion carried.*
2. Generator Maintenance Agreement
 - a. Ms. Kriigel made a motion to accept the maintenance proposal for the generator with Cummins Sales and Services. Ms. Salswedel seconded. *Motion carried.*

07R.25.13

Call to Audience

1. None

07R.25.14

Library Board Requests / Comments

07R.25.15

Adjournment: Ms. Fracker motioned to adjourn the meeting at 8:35 p.m. and Ms. Kriigel seconded. *Motion carried.*