

# Oxford Public Library

Regular Meeting

September 15, 2021

7:00 PM

(Board Minutes)

Present: *President, Kathy Hoeflein, Vice President Tony Rizzo, Secretary Julie Fracker, Trustee, DuAnne Cook, Trustee Barbara Kriigel, Lynn Royster, Trustee, Director Bryan Cloutier, Rana Edmonds, CPA, PSLZ, and Curtis Wright, Clerk, Charter Township of Oxford*

Absent: None

09R.21.1 **Call to Order:** The President called the meeting to order at 7:03 p.m.

09R.21.2 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned and Ms. Cook seconded to approve the agenda. *Motion carried.*

09R.21.3 **Approval of the Minutes:** Ms. Royster motioned to approve the minutes and Ms. Fracker seconded. *Motion carried.*

09R.21.4 **Communications/Presentation:**  
1. None

09R.21.5 **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. Ms. Kriigel motioned to accept the financial reports and Mr. Rizzo seconded. *Motion carried.*

1. Budget v. Actual
2. OB Checking
3. OB Operating
4. OB Payroll
5. Oakland Savings
6. OPL Endowment Fund

09R.21.6 **Directors Report:**  
1. Campaign Committee Information

- a. The Friends of the Library met for their board meeting.

2. Staff In-Service

- a. Staff in-service will be held on October 11, with presentations from architect Seth Penchansky, presentations of favorite TED talks, and department meetings.

09R.21.7 **Statistical Report:** The Statistical report was emailed for review prior to the meeting.

09R.21.8 **Expense Report:** The expense report was sent to the Board for review prior to the meeting. Ms. Cook made a motion to pay the bills the amount of \$40,730.00. Mr. Rizzo seconded. *Motion carried.*

09R.21.9 **Reports of Committees:**  
None

09R.21.10 **Unfinished Business:**  
None

09R.21.11 **New Business:**  
1. 2023 Salary Scale Range Adjustments

- a. Director presented an updated salary scale adjustment for 2023. Mr. Rizzo made a motion to approve the updated salary scale adjustment. Ms. Kriigel seconded. *Motion carried.*
- b. Ms. Fracker made a motion to reclassify the Head of Support Services to equal the Head of Adult, Teen and Youth Services with a commensurate salary range to be effective in 2023. Ms. Cook seconded. *Motion carried.*

09R.21.12 **Call to Audience:**  
A call was made to the audience and there was no one in attendance.

09R.21.13 **Adjournment:** Ms. Fracker motioned, and Ms. Cook seconded to adjourn the meeting at 7:48 p.m. *Motion carried.*