

Oxford Public Library

Regular Meeting

October 15, 2025

7:00 PM

(Board Minutes)

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

Absent: *Treasurer Lynn Royster*

10R.25.01 **Call to Order:** The President called the meeting to order at 7:02 p.m.

10R.25.02 **Approval of Agenda:** The chair asked if there were any changes to the agenda. Mr. Rizzo motioned, and Ms. Kriigel seconded to approve the agenda. *Motion carried.*

10R.25.03 **Approval of the Minutes:** Ms. Royster made a motion to approve the August minutes and Mr. Rizzo seconded. *Motion Carried.*

10R.25.04 **Public Comment**
1. None

10R.25.05 **Communications/Presentation**
1. None

10R.25.06 **Approval of the Financial Reports:** Monthly financial reports and expenses for September were mailed for review prior to the meeting. Director gave an overview of each report and reconciliation. Mr. Rizzo 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

10R.25.07 **Director's Report:**

1. Window Replacement
 - a. Contract signed with Dave's Glass. Install schedule to be sent soon.
2. Baker and Taylor to Close
 - a. Our largest book distributor will discontinue operations by the end of 2025. Setting up new account with Ingram Library Solutions.
3. State Budget
 - a. The Library Services and Technology Act (LSTA) remains in the budget. State aid remained flat, however Great Start Funding was completely eliminated. Library of Michigan budget was reduced, but it will not result in staffing or major program cuts.
4. ThinkSpace Conference Registration
 - a. Library Director will attend this educational conference in December and in May.
5. Staff In-Service
 - a. The library held a successful in-service on Oct. 13.

10R.25.08 **Statistical Report:** The statistical reports for September were mailed for review prior to the meeting.

10R.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 September in the amount of \$33,307.40. Ms. Kriigel seconded. *Motion carried.*

10R.25.10 **Reports of Committees:**

1. Personnel Committee
 - a. Director to provide feedback to committee for performance plan.

10R.25.11 **Unfinished Business:**

1. None

10R.25.12 **New Business**

1. None

10R.25.13 **Call to Audience**

1. None

10R.25.14 **Library Board Requests / Comments**

1. Weeding company pruned back the landscaping.

10R.25.15 **Adjournment:** Ms. Salswedel motioned to adjourn the meeting at 7:56 p.m. and Mr. Rizzo seconded.
Motion carried.