

**Oxford Memorial Library  
Board of Trustees Meeting  
June 5, 2023**

Attending: Matt Voce, Jodi Carey, Julia Bogardus, Christine Gregoire, Bill Brower, Caitlin Golden, Nancy Wilcox

The meeting was called to order at 5:40 pm by Matt Voce.

Julia moves to accept the May minutes, Caitlin seconds. Motion carried.

Treasurer's Report

The cash balances for May were \$376,950.48. Receipts for expenses for May were \$13,631. Total expenses for May were \$19,566.34. The budget is now at 15%, which is ahead of the projected 8%. The check detail register for May was \$19,566.34.

Bill motions to accept the May Treasurer's Reports, Julia seconds. Motion passes.

Old Business

RCR Camera Update - they installed 3 new cameras, repositioned one, and fixed one that was glitching.

Follow up on the issue with the projector - Christine is working on finding a new projector. She is working with the 4CLS tech person.

New Business

Nancy received a quote from 4CLS for \$1,306 for a new laptop.

Julia motioned to spend \$1,306 on the new laptop, Caitlin seconded. Motion passed.

Committee Reports:

Nominating Committee:

Policy and Personnel:

Public Relations:

Long Range Plan:

Building and Maintenance:

We received the yearly quote from Tim Ross for pressure washing the library, and painting one side of the building this summer. He also included a quote for having the Community Room painted. The total quote was for \$5,000.

Christine motioned to accept Tim's quotes for the building maintenance and painting, Caitlin seconded. Motion carried.

Lee Bull submitted a basic estimate for Nancy to share with 4CLS for our library construction grant for next year.

Budget:

TBCBRC:

Trish submitted a request to appoint Noel Rubinton, to the permanent staff at the TBCBRC with the title of Senior Advisor. This is an unpaid position.

Bill made a motion to appoint Noel Rubinton, to the permanent staff at the TBCBRC with the title of Senior Advisor, Julia seconds. Motion carried.

Director's Report:

The 4CLS IT workers installed the new receipt printer at the circulation desk. A couple of adjustments had to be made but it's now working properly.

The kindergarten classes visited the library on May 24th. They had a tour and listened to stories read by Dan Wilcox. 6th grade classes also visited the library for tours in May. The 5th and 6th grade classes will be visiting the library on June 5th, meeting with Jess to promote the summer reading program.

Nancy Morey has been working tirelessly with the Blink charging station to get them to fix our charging station. They are both down now and Blink has finally agreed to replace both the chargers.

Nancy is continuing to volunteer at the Vets Home library.

Trustee Comments

Christine thanked Nancy for all of her hard work with scheduling staff members to cover shifts with Autumn being on leave and vacation time.

Bill motions to adjourn, Julia seconds. Meeting adjourned at 5:55 pm.

Next meeting: September 14th @ 7 pm