

Oxford Library Board of Director's
Regular Meeting
June 15th, 2016

Roll Call:

Meeting called to order: 7:02 P.M.

In Attendance: Keating; Federowicz; O'Brien; Gawitt; Joncyk.

Absent: Briganti.

Also in attendance: Higginson.

Acceptance of May Meeting Minutes:

Review for acceptance of May Meeting Minutes.

Motion to accept May Meeting Minutes: O'Brien; Second: Joncyk.

Vote: 3-0.

Abstain: Keating; Gawitt.

Audience of Citizens:

Laurie Abbot, President, Friends of the Library in Oxford

Marge Fitzgerald, Oxford

FOLIO voted to give a second awards to another Great Oak Middle School student; each to receive \$100.00.

Summer Reading Program up and running; FOLIO and Junior Friends' funds combined, along with an anonymous donor to surpass funds needed for kick off.

Discussion on bricks for purchasing for fundraising at new location as well as portrait donations to be available again this year in the fall.

Treasurer's Report:

Submitted and presented by: O'Brien.

Copier: \$50.00; Fines: \$36.00; Lost and Damaged Books: \$12.00. Total: \$98.00. No changes to Grants or Gifts/Bequests accounts,

Motion to accept Treasurer's Report: Gawitt; Second: Federowicz.

Vote: 5-0.

Director's Report:

Director's Report submitted and presented by: Higginson.

Adult Book discussion will be held.

Building Committee met and discussed an updated list of estimates for the building project. Some items are in discussion as bid alternates due to budget. Committee is looking to save money as to have funds for a full basement.

Copier lease agreement has been approved by the Selectmen and new machine should be installed next week.

Higginson attending a Library Director's meeting as well as a Bibliomation meeting in June.

- **Discussion on request to form a fundraising/new library funding oversight subcommittee:**

Any fundraising will be deducted from cost of library. Discussion on Conceptual Design Budget-Option B which was submitted by Higginson along with Director's Report.

Question on who is in charge/overseeing what in regards to the new library building. Questions on how referendum was required for library building but not for other projects in town.

Moving fees up for discussion as well as what property belongs to Friends and the library itself.

Higginson provided some names of people willing to help/serve on this subcommittee. States this committee need a Board liaison to report to and meet with, as well as a do-not-exceed budget.

Suggestion of one item to be designated for fundraising.

Co-chairs to draft letter to question fundraising monies made and possible monies to be gained in future. Need to clarify before going forward.

Question on distinction from town and library board regarding monies, policies, and decisions.

~~State statutes for fundraising to be forwarded to Board from Higginson.~~

~~Subcommittee to be discussed again at next meeting which Board agreed to be held in July. This meeting will be filed as a Special Meeting.~~

- **Financial correspondence:**

Email from Hliva to Higginson regarding spending and purchasing books with no money in book budget line item and transfer being made after purchase without prior approval.

Discussion on budget for library line items and transfers to and from, as well as procedures for such.

Children's Librarian Report:

Children's Librarian report submitted by Rivero; presented by Higginson.

Multiple programs being implemented in the month of June to include Summer Reading themed activities. Summer Reading kick off began June 15th and on first day, there were 128 kids registered for this program.

Rivero and Higginson met with Oxford Board of Education Superintendent to discuss improving relationships between the library and each of the schools. Some ideas were discussed and will be implemented.

August will hold the end of the Summer Reading Program Party.

Board thanked Director and Children's Librarian for their reports.

Chairman's Report:

Board thanks Kelly Weymer for her time at last month's meeting as well as her contribution.

Old Business:

New Business:

Phone number for library not on home page of website; Higginson will remedy this.
Questions and discussion on bills sent to Higginson for building committee.
Board reiterates that if a board member misses three meetings in a row, they are no longer on the Board.
Discussion on other departments spending and earnings and how monies are allotted and spent in comparison to the library.

Adjournment:

Time: 8:54 P.M.

Motion to adjourn: Gawitt; Second: Keating;

Vote: 5-0.

Minutes subject to approval at next meeting.

16 JUN 21 PM 3:55
TOWN OF OXFORD, CT
Elizabeth A. Clark
TOWN CLERK

Respectfully Submitted by:

K. Solicito