

Oscoda County Library Board

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UNOFFICIAL MINUTES

November 20, 2013

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON WEDNESDAY, NOVEMBER 20, 2013 AT 6:00 P.M. AT THE OSCODA COUNTY LIBRARY.

Call to Order: 6:00 p.m.

Members Present: Olsen Call, Brenner, and Shumaker

Member Absent: Stenzel

Others Present: Amy Knepp, Susan Shantz, and Mark Grantner

Special Presentation

Susan Shantz presented information on the Timberland Quilt Trail. It is one of seven quilt trails in Michigan. Would the board be interested in displaying either a 4' or 8' quilt block on library property? The cost is for supplies (board and paint) - \$175 for a 4" block and \$250 for an 8' block. The painter's time is donated. It was discussed that this could turn into an event for the Library by:

- having a contest with children designing the quilt block
- having a quilt display
- spotlighting quilting books

The board will take this under consideration.

Minutes

The minutes of the October 16 and October 22, 2013 meetings stand approved as presented.

Budget Report

Shumaker/Call Approve payment of bills in the amount of \$1,090.21.
4 Ayes : 0 Nays. **Motion carried.**

Transmittals

The board reviewed transmittals. All are up-to-date.

Old Business

2014 Budget – Wages

The board would like to look at longevity policies as well as salaries for employees of other libraries our size/class. The board will review the data at the December 2013 meeting.

Building Project – Short & Long Term Plans

The board is waiting to hear back from Ron Cieslak. Who can the board hire as a general contractor to see the project through?

Job Descriptions & Policies

Board members have copies of the current job descriptions and input from employees as to what they are currently doing in their positions. Both will be reviewed to see if adjustments in job descriptions are necessary.

Cleaning

Director Knepp and Chair Olsen met with commissioners. It has been decided that the Library will contract independently for its cleaning beginning January 1, 2014 but will continue to contract with the county for snow removal and lawn care. It was suggested to create chore tasks instead of a weekly/monthly list.

Trees

Paul Call will stop in to look at the trees needed to be cut down and make a recommendation to the board.

New Business

Nancy Cranes' Retirement

The board would like to donate a book to the Library and present Nancy with a gift of money/gift certificate for supplies for the cancer bears she makes. Board member Call is in charge of planning a small gathering to honor Nancy for her years of service on the board.

Equipment

Board Chair Olsen suggested the board look at purchasing scanning software to scan and store library documents and cut down storing paper copies. Board member Shumaker indicated the reviews for the product were not great but agreed that action should be taken to preserve documents.

Roof

The building lost shingles during the wind storm this past weekend. Rory Hoffman has been asked to take a look at the damage. The Library's insurance policy has a \$1,000 deductible with the rest being covered by the insurance.

Timberland Quilt Trail

The board discussed purchasing a quilt block. Would it be possible for the quilt block to become the Library's logo? It was suggested that the block be placed out by the road.

Shumaker/Call

Motion to purchase a 4' quilt block which will become part of the Timberland Quilt Trail. Further moved to amend the payment of bills this month by \$175 – new amount of \$1,265.21.

4 Ayes : 0 Nays. **Motion carried.**

Director Knepp and Chair Olsen will work together to plan an event that will include a contest to design the quilt block as well as celebration of its unveiling.

Director's Comments

None

Correspondence

None

Board Member Comments

None

Northland Board Advisory Comments

None

Public Comment

None

Commissioner Liaison Comment

Commissioner Grantner suggested the board create and maintain a furniture and inventory list for insurance purposes.

Seeing no further business, Chairman Olsen adjourned the meeting. The next regular meeting will be held December 18, 2013 at 6:00 p.m.

Respectfully submitted,
Deb Shumaker - Secretary