

Oscoda County Library Board

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UNOFFICIAL MINUTES

July 21, 2014

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON
MONDAY, JULY 21, 2014 AT 5:00 P.M. AT THE OSCODA COUNTY LIBRARY.

Call to Order: 5:00 p.m.

Members Present: Olsen, Call, Brenner, and Shumaker

Absent: Stenzel

Others Present: Amy Knepp and Mark Grantner

Minutes

The minutes of the June 16, 2014 meeting stand approved as presented.

Budget Report

Call/Brenner Approve payment of bills in the amount of \$5,359.43. This includes \$456.82 payment to Scholastic for book fair books.

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

It was noted that the phone carrier, Michigan Access, is actually M-33. The cost is \$50.00 less than before.

Transmittals

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

Old Business

Carpet

The board's choice for carpet is Armstrong.

Brenner/Call

Motion to select Morse-Clark as vendor for carpet and flooring.

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

Roll Call Vote for Bid – Ron Cieslak

Mr. Cieslak has 3 contractors interested in bidding on the construction phase.

Board chair Olsen called for a roll call vote to accept the bid as presented with the project start date of September 1, 2014.

Call – Aye

Brenner – Aye

Shumaker – Aye

Olsen - Aye

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

Job Descriptions for Assistant Director and Director

The board reviewed the job descriptions for the assistant director and director. They will be brought back to the table in August.

Designated Smoking Area

Director Knepp has policies from other libraries. The biggest issue is enforcement. Some libraries asked their Health Departments to help with wording. How are repeat offenders handled?

The issue was tabled for this meeting. The board will continue the discussion in the future.

Checklist

The board reviewed the list to see what still needs attention.

New Business

CPR Training

Director Knepp said staff needs training in CPR. Board member Brenner is a certified CPR trainer. He would be willing to train up to 3 people at a time at \$30 per person. The training includes a card of completion. He would also do a follow-up in 6 months. Director Knepp asked if the Library could be closed for the training. She will look at the schedule and report as to preferred dates at the August meeting.

Director's Comments

Director Knepp showed one of former board member Nancy Crane's cancer bears.

Susan Shantz would like feedback on the quilt block pattern she designed for the Library. Director Knepp will ask her to take off the titles from the spines and incorporate the initials "OCL" into the block.

Correspondence

None

Board Member Comments

Board member Brenner asked about the hiring of a technology person. Would this be a part-time position? What qualifications is the board looking for? Director Knepp will make a list.

Northland Board Advisory Comments

None

Public Comment

Lew Gemmill, Library employee, addressed patron's difficulty in seeing the Library's sign on M-72. Chair Olsen suggested the trees surrounding the sign could be trimmed and the sign repainted.

Commissioner Liaison Comment

None

The next regular meeting will be held Monday, August 18, 2014 at 5:00 p.m.

Respectfully submitted,
Deb Shumaker – Secretary

Future meeting dates:

- August 18, 2014 (Monday)
- September 15, 2014 (Monday)
- October 20, 2014 (Monday)
- November 17, 2014 (Monday)
- December 15, 2014 (Monday)