

Oscoda County Library Board

430 W. Eighth Street
Mio, Michigan 48647
Phone: 989-826-3613
Fax: 989-826-5461

UNOFFICIAL MINUTES

October 20, 2014

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON MONDAY, OCTOBER 20, 2014 AT 5:00 P.M. AT THE OSCODA COUNTY LIBRARY.

Call to Order: 5:10 p.m.

Members Present: Olsen, Stenzel, Call, and Shumaker (arrived at 6 p.m.)

Absent: Brenner

Others Present: Amy Knepp and Mark Grantner

Appointment

Peter Szubelak

Mr. Szubelak did not appear before the board.

Minutes

There was a correction for minutes of the September 15, 2014 meeting. It was Call, not Brenner, who seconded the approval of payment of the bills. There were no further corrections.

Budget Report

Call/Stenzel

Approve payment of bills in the amount of \$6,220.28.

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

Transmittals

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

Old Business

Director's Review

Four evaluations were received by Chairman Olsen. Board member Brenner did not submit one. Organization was the main issue that needs improvement. The board will revisit the review once Phase II is complete (in approximately 3 months).

Cleaning Person

This was tabled until the board addresses staffing.

Redesign Process – Phase II

Today was to be the start date for Phase II but that did not happen. The window for the Book Room cannot go in as planned as there is not enough room due to lack of space between electric and gas meters. The window will have to be rotated. A skylight was suggested but it can leak.

New Business

Board Vacancies

Board Chair Olsen has submitted her resignation effective at the end of her term (December 31, 2014). Board member Brenner will also be resigning. His term expires December 31, 2018.

An ad will be placed in the Oscoda County Herald for the 2 positions – one for a 5-year term and one to complete the term ending in 2018. This will also be posted on the Library door and on the Library's Facebook page. Applications will be due no later than 5 p.m. on November 10, 2014. Board members Stenzel and Call along with Director Knepp will review applications, conduct interviews, and make a recommendation for each position at the November board meeting.

Employee Vacancy

The board accepted the resignation of Taylor DeFlorio, Library staff member.

There is a need for a MeL person (approximately 3 hours per day). Director Knepp would be the backup person for MeL.

The board also discussed the need for a technology person – one who could not only help with technology (Evergreen, ebooks, website, legal self-help) but also with cataloging and weeding.

2015 Budget

Board members Call and Shumaker and Director Knepp will prepare a preliminary budget to present to the entire board at the November meeting.

Winter Hours

After discussion, it was decided to make a change in Library hours.

Stenzel/Shumaker Motion to change Library hours starting November 5, 2014 to the following:

- Monday-Friday 9 a.m.-5:30 p.m.
- Saturday 11 a.m.-2 p.m.

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

Director's Comments

None

Correspondence

None

Board Member Comments

Vice Chair Stenzel asked if the Library had plans to do anything for the holidays.

She also thought it would be a good idea to have a vinyl banner with the Library's name on it for display purposes.

Board member Shumaker stated the Peter Szubelak had contacted her about the new carpet prior to today's meeting. He was concerned that he did not have an

opportunity to bid on the carpet and installment. She referred him to Chair Olsen who discussed it with him over the phone.

Northland Board Advisory Comments

None

Public Comment

None

Commissioner Liaison Comment

None

The next regular meeting will be held Monday, November 17, 2014 at 5:00 p.m.

Respectfully submitted,
Deb Shumaker – Secretary and Rita Call – Board Member

Future meeting dates:

- November 17, 2014 (Monday)
- December 15, 2014 (Monday)