

# Oscoda County Library Board

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## UNOFFICIAL MINUTES

July 8, 2019

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON  
MONDAY, JULY 8, 2019 AT 5:00 P.M.  
AT THE FAIRVIEW BRANCH OF THE OSCODA COUNTY LIBRARY

Call to Order: 5:15 p.m. by Vice-President Emig.

Members Present: Emig, King, Nutt, and Shumaker

Members Absent: Stenzel

Others Present: Amy Knepp

The Pledge of Allegiance was recited.

### Minutes

The minutes from the June 10, 2019 meeting stand approved as presented.

### Old Business

#### Strategic Plan

The kick-off meeting for the Strategic Planning Committee has been scheduled for Wednesday, July 31, 2019 at 10 a.m.

Community Conversation meetings are tentatively scheduled for August 27 & 28, 2019.

#### Commercial Building Listed with State Wide

The board would like to look at the building. Director Knepp will email our attorney with real estate questions.

Nutt/King

Motion to move forward with looking at the commercial building.

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

#### List of Items Requested from Kirtland

The board was apprised of items received. It took four days to move. Director Knepp had help on various days from Dirk, Wyatt, and Lew and used her own vehicles during the move. She rented a storage unit for three months.

Director Knepp suggested that the board look at hiring out the moving of the furniture once she decides which branch items will go and where things will be placed. Director Knepp will check to see who/what company might be available for hire and bring information to the next meeting.

The board discussed paying mileage for the trips Director Knepp made with her own vehicles transporting items from Kirtland to Mio.

Nutt/King

Motion to use the current IRS mileage amount to reimburse Director Knepp for mileage while transporting items from Kirtland to Mio.

Roll call vote:

Emig – Aye

King – Aye

Nutt – Aye

Shumaker – Aye

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

## **New Business**

### **Quote from Gilchrist**

The board reviewed the quote for the replacement of the HVAC unit. This is the final unit to be replaced. It will be compatible with the two other units installed by Gilchrist in the past.

King/Nutt

Motion to purchase & have the new HVAC unit installed by Gilchrist in the amount of \$8,816.00

Roll call vote:

Emig – Aye

King – Aye

Nutt – Aye

Shumaker – Aye

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

Gilchrist is also looking at WiFi-based thermostats for the Library.

## **Budget Report**

### **Review of Budget**

The budget was reviewed. Director Knepp reported that penal fines will be available soon. She also reported that the budget is on-track but programming may be over. Trustee King stated that the Library is reaching out to more children and families and is promoting literacy.

### **Review of Transmittals**

Transmittals will be available at the August meeting.

### **Approval of Bills**

King/Nutt

Motion to approve transmittals and the payment of bills in the amount of \$13,608.57.

Roll call vote:

- Emig – Aye
- King – Aye
- Nutt – Aye
- Shumaker – Aye

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

**Director’s Comments**

None

**Correspondence**

A notice was received that the MERS Retirement Conference will be held Oct. 3<sup>rd</sup> and 4<sup>th</sup>.

**Board Member Comments**

Vice President Emig inquired as to whether or not seniors or handicapped patrons can call ahead and have books ready for pick-up. Director Knepp said this is standard practice.

**Northland Board Advisory Comments**

None

**Commissioner Liaison Comment**

None

**Public Comment**

None

Meeting adjourned.

The next regular meeting will be held Monday, August 12, 2019 at 5:00 p.m. at the Main Branch of the Oscoda County Library.

Respectfully submitted,  
Deb Shumaker – Secretary

**2019 Meeting Dates – All meetings are held on a Monday except for the December meeting.**

• January 14, 2019 – Mio	• July 8, 2019 – <b>Fairview</b>
• February 11, 2019 – Mio	• August 12, 2019 - Mio
• March 11, 2019 – Mio	• September 9, 2019 – Mio
• April 8, 2019 – <b>Fairview</b>	• October 14, 2019 - <b>Fairview</b>
• May 13, 2019 – Mio	• November 11, 2019 - Mio
• June 10, 2019 – Mio	• December 13, 2019 ( <b>Friday</b> ) - Mio

**Items for next month's agenda:**

- Policies
- By-Laws
- Meeting Room Policy & Application
- Investments
- Cleaning
- Book Return - Fairview
- Parking Lot – Mio
- Handyman Services
- Municipal & Real Estate Attorneys