

# Oscoda County Library Board

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## UNOFFICIAL MINUTES

August 12, 2019

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON  
MONDAY, AUGUST 12, 2019 AT 5:00 P.M.  
AT THE MAIN BRANCH OF THE OSCODA COUNTY LIBRARY

Call to Order: 5:03 p.m. by President Stenzel.

Members Present: Stenzel, Emig, King, and Shumaker

Members Absent: Nutt

Others Present: Tom McCauley and Amy Knepp

The Pledge of Allegiance was recited.

### Minutes

The minutes from the July 8, July 13, July 22, and July 31, 2019 meetings stand approved as presented.

### Old Business

#### Strategic Plan

Director Knepp reminder the board to conduct and return Community Leader interviews. MCLS is working on data collection.

#### Commercial Building Listed with State Wide

Director Knepp met with the board's attorney and is awaiting a legal opinion. The church has rejected the board's offer. The board wants to go ahead with the building inspection before making a counter offer.

### New Business

#### 2018 Audit

Emig/King

Motion to accept the audit from June 5, 2019.

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

#### Resignation of Janae Layle

Director Knepp presented Janae's letter of resignation. Her last day will be August 31, 2019.

The board acknowledges the letter of resignation with regret.

The board wanted to know if Director Knepp wants to fill the position immediately. She stated she would like to wait to see how things go and will report back at the September meeting. The board also would like to see what the Strategic Plan will show with regards to staffing.

**Quote from Shine**

Director Knepp met with Garrett (owner of Shine) to discuss the cleaning needs of the Library.

The contract would be for one year with a 30-day exit clause. Cost per month is \$335.00.

Emig/King

Motion to approve enter into a one-year contract with Shine for cleaning of the Main Branch of the Library starting September 1, 2019 in the amount of \$335.00 per month.

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

Stenzel – Aye

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

Director Knepp will give ServiceMaster notice that the Library is terminating it agreement with them.

**Per Diems**

Director Knepp asked for clarification as to whether board members should be paid for the Strategic Planning meeting on July 31, 2019. After discussion, the board agreed that members present at Strategic Planning meetings should be paid as this is part of the duties of the board.

**Budget Report**

**Review of Budget**

The budget was reviewed.

**Review of Transmittals**

Transmittals were reviewed and are up-to-date.

**Approval of Bills**

\$30.00 should be deducted from the budget total due to the absence of Trustee Nutt.

King/Emig

Motion to approve transmittals and the payment of bills in the amount of \$11,212.75.

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

Stenzel – Aye

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

Vice President Emig expressed concern about board member absences.

**Director’s Comments**

None

**Correspondence**

None

**Board Member Comments**

Vice President Emig shared that there is a display of miniatures (dioramas) at the Fairview Branch. Lee, the artist, is going to do a miniature of Comins. Vice President Emig recommends that he have a show of his works at the Main Branch.

President Stenzel asked how the Harry Potter party went. Director Knepp said 21 children and 11 adults attended – many in costume. Three families attended who did not RSVP. Gifts were given to the children who did RSVP. The cake was made locally and it was great!

Treasurer King said Lindsey Bills does face painting. Maybe she could be contacted for future projects/programming.

**Northland Board Advisory Comments**

None

**Commissioner Liaison Comment**

Work has commenced on the courthouse – no roof yet.

**Public Comment**

None

Meeting adjourned.

The next regular meeting will be held Monday, September 9, 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.**

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

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

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