

Oscoda County Library Board

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

UNOFFICIAL MINUTES

November 4, 2019

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON
MONDAY, NOVEMBER 4, 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: Bill Kendall and Amy Knepp

The Pledge of Allegiance was recited.

Appointment

Bill Kendall – Oscoda County Treasurer

Mr. Kendall provided the Board with information on millages and investments.

Millages:

- length of
- ballot language
- what other county entities will be asking for millages in upcoming elections

Investing of money:

- how he does it for the county
- protecting investments
- cash flow
- bank with Public Funds Officer who understands P.A. 20 and will adhere to it
- ideas for the Board

Penal fines disbursed to the Library for July 1-November 1, 2019 are \$35,715.25.

Minutes

The minutes from the October 14, 2019 meeting stand approved as presented.

Notes from the Personnel Committee of October 17, 2017 were also presented.

Old Business

Strategic Plan

Director Knepp has conference calls scheduled on November 13 & November 20, 2019 to discuss the strategic plan with David at MCLS. There will be a presentation to the board to complete the process.

Staffing

Secretary Shumaker reported on the Personnel Committee meeting. The committee discussed salary caps for the future. The 10-year budget was reviewed.

Staffing needs for the future were discussed. Specific salary cap amounts for staff were recommended for the next two years. Director Knepp can now plug these amounts into the budget.

2020 Budget

The board reviewed an updated preliminary budget for 2020. At the December 2019 meeting, the Board will go line-by-line and discuss as needed. The Board will also need to review budget amendments for the current year at the December meeting.

Millage

Director Knepp wants to take wording for the upcoming millage to the commissioners by February 1, 2020.

Should the Board ask for a 2-year millage to get off the presidential cycle and onto the governor's cycle? The Board will need to make a decision at the December 2019 meeting.

New Business

December 2019 Board Meeting & Christmas Potluck

The Board agreed to move the December meeting to December 9th as there are a number of items that need to be addressed.

The Christmas Potluck for staff and the Board will be held on Friday, December 13th (this was the original date of the December 2019 meeting) after the close of regular hours. Board members should arrive around 5 p.m. to help set up so that dinner can be served between 5:30 and 5:45.

Director's Evaluation

Evaluations should be submitted to Secretary Shumaker prior to the December 9th, 2019 meeting so she can tally and present results at that time.

Budget Report

Review of Budget

The budget was reviewed.

Review of Transmittals

Transmittals were reviewed and are up-to-date.

Approval of Bills

Emig/King

Motion to approve the payment of bills in the amount of \$2,200.62.

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

Stenzel – Aye

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

Director’s Comments

None

Correspondence

The Board received a \$25.52 dividend check for 2018 from the Accident Fund. As in the past, the Board will deposit the check.

The Board received a letter from its insurance agent, Dave Zeller of the Alpena Agency. Health insurance is expected to go up 13.36% in 2020. President Stenzel will contact Mr. Zeller to get further information on the different policy options available.

Board Member Comments

Vice-President Emig asked how MeL delivery was paid for. The Co-op, through LSTA monies, pays for 5-day delivery in Mio and 2-day delivery in Fairview.

Northland Board Advisory Comments

None

Commissioner Liaison Comment

None

Public Comment

None

Meeting adjourned at 6:46 p.m.

The next regular meeting will be held Monday, December 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.

• January 14, 2019 – Mio	• July 8, 2019 – Fairview
• February 11, 2019 – Mio	• August 12, 2019 – Mio
• March 11, 2019 – Mio	• September 9, 2019 – Mio
• April 8, 2019 – Fairview	• October 14, 2019 – Fairview
• May 13, 2019 – Mio	• November 4, 2019 – Mio (date change)
• June 10, 2019 – Mio	• December 9, 2019 (Monday) – Mio (date change)

Items for next month's agenda:

- 2020 Budget
- Health Insurance
- Policies
- By-Laws – phone/virtual attendance
- Meeting Room Policy & Application
- Investments
- Parking Lot – Mio
- Handyman Services
- Municipal & Real Estate Attorneys