

Oscoda County Library Board

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

UNOFFICIAL MINUTES

December 9, 2019

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON
MONDAY, DECEMBER 9, 2019 AT 5:00 P.M.
AT THE MAIN BRANCH OF THE OSCODA COUNTY LIBRARY

Call to Order: 5:05 p.m. by President Stenzel.

Members Present: Stenzel, Emig, King, and Shumaker

Members Absent: Nutt

Others Present: Tom McCauley and Amy Knepp

Appointment

David Votta – Strategic Plan

Mr. Votta joined the board via Zoom and reviewed the entire Strategic Plan process, key points, and results.

Minutes

The minutes from the November 4, 2019 meeting stand approved as presented.

Old Business

Strategic Plan

Emig/King

Motion to approve the Oscoda County Library Strategic Plan 2020-2025.

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

Stenzel – Aye

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

Prior to addressing the 2020 budget the board reviewed and passed the 2019 budget amendments – see below under New Business.

Vice President Emig chaired the meeting beginning at 6:03 p.m. when President Stenzel left for another engagement.

2020 Budget

Shumaker/King

Motion to set staff wages as follows starting January 1, 2020:

- Lewis Gemmill from \$9.55 per hour to \$9.75 per
- **New Hire** \$9.65 per hour
- Cathy Singler from \$9.45 per hour to \$9.65 per hour
- Wyatt Knepp from \$9.45 per hour to \$9.65 per hour
- Sue Perry from \$9.55 per hour to \$9.75 per hour

- Valerie Wise from 9.95 per hour to \$10.05 per hour

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

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

Shumaker/King Motion to pay Director Knepp a salary of \$43,709.08 for the year of 2020

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

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

King/Shumaker Motion to pay Beth Barron a salary of \$29,993.60 for the year of 2020.

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

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

King/Shumaker Motion to approve the 2020 Budget in the amount of \$313,191.88

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

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

Millage Correspondence from Thrun Law

Director Knepp shared letters from Thrun Law on becoming a district library. The board is considering a 2-year millage before becoming a district library. It will be up to the partners as to the make-up of the board. There are still unanswered questions. The board may wish to consider a retreat to discuss the pros and cons.

Director's Evaluation

Secretary Shumaker presented Director Knepp's evaluation. Once again, she has scored high marks. Secretary Shumaker will be querying other library boards to see what tool they use for evaluations.

Health Insurance Renewal

The board was provided renewal information on various plans. Former treasurer Rita Call also reviewed the plans and stated the current plan gives the most bang for the buck.

Emig/King Motion to approve the renewal package from Blue Care Network for the period beginning January, 2020 in the annual amount of \$24,583.80

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

New Business

2019 Budget Amendments

Emig/King Motion to increase the budget expense line 67100 from \$6,000 to \$6,600 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Stenzel/Emig Motion to increase the budget expense line 708 from \$1,800 to \$1,900 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

King/Emig Motion to increase the budget expense line 715.01 from \$0.00 to \$10.09 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/King Motion to increase the budget expense line 729 from \$10,000 to \$10,300 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

King/Emig

Motion to increase the budget expense line 729.01 from \$0 to \$900 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/King

Motion to increase the budget expense line 734 from \$2,900 to \$16,000 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/King

Motion to increase the budget expense line 745.04 from \$4,000 to \$4,240.94 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

King/Emig

Motion to increase the budget expense line 775 from \$1,500 to \$2,250 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/King Motion to increase the budget expense line 775.01 from \$0.00 to \$201.18 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/King Motion to increase the budget expense line 807 from \$3,250 to \$3,462.58 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

King/Emig Motion to increase the budget expense line 808 from \$7,000 to \$7,226.65 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

King/Emig Motion to increase the budget expense line 820 from \$750 to \$30,000 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/King Motion to increase the budget expense line 850 from \$2,000 to \$3,484.74 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

King/Emig

Motion to increase the budget expense line 855 from \$2,500 to \$3,000 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/Stenzel

Motion to increase the budget expense line 855.01 from \$0 to \$150 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/King

Motion to increase the budget expense line 901 from \$500 to \$501.30 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Stenzel/Emig

Motion to increase the budget expense line 912 from \$4,350 to \$4,439 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/King Motion to increase the budget expense line 912.01 from \$67 to \$75 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/Stenzel Motion to increase the budget expense line 933 from \$0.00 to \$11,500 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

King/Emig Motion to increase the budget expense line 933.01 from \$0 to \$600 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

King/Emig Motion to increase the budget expense line 955 from \$2,000 to \$3,425.66 and so amend the bottom line.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/King **Debit Card with mBank**
Motion to authorize Director Knepp to have a business debit card with mBank and authorize Dawn Stenzel to sign all the necessary documents.

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

Stenzel – Aye

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

Board Members

Stephanie King has expressed interest in continuing on the Library Board. Her letter will be forthcoming.

Emig/Shumaker Motion to reappoint Stephanie King to fill her expiring trustee position.

2 Ayes : 0 Nays : 1 Abstention. **Motion carried.**

Director Knepp has reached out, via email, to Trustee Nutt. Members suggest that President Stenzel contact him.

Budget Report

Review of Budget

The budget was reviewed.

Review of Transmittals

Transmittals will be available at the January 2020 meeting.

Approval of Bills

Emig/King Motion to approve the payment of bills in the amount of \$20,769.90.

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

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

Director's Comments

None

Correspondence

None

Board Member Comments

None

Northland Board Advisory Comments

None

Commissioner Liaison Comment

None

Public Comment

None

Meeting adjourned at 6:40 p.m.

The Holiday Library Potluck will be held this Friday, December 13, 2019 at 5:30 p.m. at the Main Branch.

The next regular meeting will be held Monday, January 13, 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:

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