

Oscoda County Library Board

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UNOFFICIAL MINUTES

August 10, 2020

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON
MONDAY, AUGUST 10, 2020 AT 5:00 P.M.
VIRTUALLY VIA WEBEX.

Call to Order: 5:00 p.m. by President Stenzel.

Members Present by Telephone: Emig
Members Present Virtually: Stenzel and Shumaker
Members Absent: King and Nutt
Others Present Virtually: Amy Knepp

Minutes

The minutes from the July 20, 2020 meeting stand approved as presented.
It is noted that Vice President Emig reviewed the current bills but was unable to access form to sign.

Old Business

COVID-19 Update (EOs, Opening by Appointment Only, etc.)

Director Knepp presented the following information:

- Mio is busy; Fairview is less busy at this time.
- In one month, she will review usage and look at possibly changing hours in Fairview.
- MeLCat starts today.
- Last Friday's Executive Order stressed remote work, when possible. Anne Seuryneck (Foster Swift – attorneys) attended last Friday's Library of Michigan director's meeting. She said, based on the latest EO from the governor, directors could work from home.
- Several Library staff could work at home. Secretary Shumaker asked if staff had the resources/good Internet to work from home.
- Director Knepp has several health appointments she needs to schedule in the near future. If only one workplace supervisor (Beth) is available is available when she is off, should the Fairview branch be closed?

Emig/Stenzel

Motion, as necessary, close the Fairview branch when only one workplace supervisor is available.

Roll call vote:

Emig – Aye
Shumaker – Aye
Stenzel – Aye

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

Millage

Director Knepp provided spreadsheet results of the recent millage vote.

Count was 1,552 to 1,178 – millage passed.

The only township not to pass the millage was Elmer township by a vote of 118-154.

Director Knepp will be speaking to Henry of the Amish community to see what type of services the Library can provide them.

The idea of a bookmobile was brought to the table again. This would be something that could reach residents of the county that have a hard time getting to either branch.

Director Knepp will also need to begin talks with the two local school superintendents about the district library.

It was suggested that an informational flier with programs listed be mass mailed to residents of the county.

2019 Audit

Jim Anderson is currently working on the audit.

New Business

Library of Michigan CARES Act Grant

The Library received \$3,176.000 to purchase personal protective equipment and well as items for digital inclusion.

Emig/Shumaker

Motion to pay \$811.69 for personal protective equipment upon receipt from the vendor.

Roll call vote:

Emig – Aye

Shumaker – Aye

Stenzel – Aye

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

MCACA Grant

Planning for the 2021 Summer Reading Program has begun. Beth has submitted a grant to MCACA for funding and has reached out to two groups (Acting Up & a zoo) already.

Director Knepp also said that delivery of future programming will be changing due to the COVID-19 pandemic. An opportunity to reach more children during summer programming may be through Weekly Activity Kits which would be available for pickup during the summer.

Emig/Stenzel Motion to acknowledge submittal of the MCACA Grant application.

Roll call vote:

Emig – Aye

Shumaker – Aye

Stenzel – Aye

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

College Intern

Director Knepp received a phone call from Erine Westcoat at Kirtland Community College. She needs to place a student who needs a 96-hour (1 semester) business/finance internship (QuickBooks & other business/finance experience). Vice President Emig asked if we would have to pay this person. The answer is no. President Stenzel asked about time needed to supervise this person. What are the “host” expectations? Secretary Shumaker asked if there would be enough work for the student’s 96-hour internship.

Emig/Shumaker Motion to allow Director Knepp to pursue and accept the internship opportunity if it would be beneficial to her and the Library.

Roll call vote:

Emig – Aye

Shumaker – Aye

Stenzel – Aye

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

Budget Report

Review of Budget

The budget sheet was not available.

Review of Transmittals

Transmittals will be reviewed at a later date due to the virtual meeting.

Director Knepp stated that there has been a lot of copying and printing being done now that the Library is open. Instead of charging per copy during this time, patrons are being asked to make a donation.

Approval of Bills

Bills were reviewed via Google Docs.

Emig/Shumaker Motion to approve the payment of bills in the amount of \$6,537.87.

Roll call vote:

Emig – Aye

Shumaker – Aye

Stenzel – Aye

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

Director’s Comments

Director Knepp stated she took a 4-day weekend and it was greatly appreciated.

Correspondence

None

Board Member Comments

Vice President Emig reported she is now serving on the Council on Aging board.

President Stenzel will send Trustee Nutt a text to check on him as he has not been at the last few board meetings.

Northland Board Advisory Comments

None

Commissioner Liaison Comment

None

Public Comment

None

Meeting adjourned at 5:57 p.m.

The next regular meeting will be held Monday, September 14, 2020 at 5:00 p.m. at the Main Branch.

Meeting location is subject to change based on the governor’s executive order.

Respectfully submitted,
Deb Shumaker – Secretary

2020 Meeting Dates – All meetings are held on a Monday except for the December meeting.

• January 13, 2020 – Mio	• June 8, 2020 – Mio & WebEx
• February 10, 2020 – Mio	• July 20, 2020 – WebEx
• February 16, 2020 – Fairview (Special Meeting)	• August 10, 2020 – WebEx
• March 9, 2020 – Mio	• September 14, 2020 - Mio
• March 16, 2020 – Mio (Special Meeting)	• October 12, 2020 - Fairview
• March 26, 2020 – WebEx (Special Meeting)	• November 9, 2020 – Mio
• May 21, 2020 – WebEx	• December 11, 2020 (Friday) – Mio

Items for next month's agenda:

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