

Oscoda County Library Board

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UNOFFICIAL MINUTES

February 8, 2021

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON
MONDAY, FEBRUARY 8, 2021 AT 5:00 P.M.
VIRTUALLY VIA WEBEX

Call to Order: 5:10 p.m. by Vice President Emig.

Members Present Virtually:

- Benefiel-Rose City, MI
- Emig-Mio, MI
- King-Mio, MI
- Stenzel-Mio, MI
- Shumaker-Mio, MI

Others Present: Amy Knepp-Mio, MI

President Stenzel took over the meeting at 5:12 p.m.

Minutes

The minutes from the January 11, 2021 meeting and the notes of the Personnel Committee meeting of January 18, 2021 stand approved as presented.

Old Business

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

No changes for libraries.

Valerie will be staying on in an “as needed” capacity since the Library is still short-staffed.

Election of Officers

Discussion was held on the treasurer position.

Bank reconciliations need to be done on a monthly basis.

Emig/Shumaker

Motion to nominate Mike Benefiel as treasurer and to retain the current slate of officers (president, vice-president, and secretary). This will take effect at the conclusion of today’s Annual Meeting.

Roll call vote:

Benefiel - Abstain
Emig – Aye
King – Abstain
Shumaker – Aye
Stenzel – Aye

3 Ayes : 0 Nays : 2 Abstentions. **Motion carried.**

Bank of Record

Emig/King

A motion to continue using mBank (Mio branch) as the Oscoda County Library's bank of record. Northland Area Federal Credit Union will house the deposits from the Fairview Branch.

Roll call vote:

Benefiel - Aye
Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Emig/King

Motion to remove Wayne Nutt from the mBank account and add Michael Benefiel to the account. In addition, authorized the President, Vice President, Secretary, and Treasurer as authorized signatories for checks.

Roll call vote:

Benefiel - Aye
Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Payment of Utilities, Insurances, Snow Plowing/Mowing, and BCN (Blue Care Network) Bills as They Arrive

King/Benefiel

Motion to pay utilities, insurance, snow plowing/mowing, and BCN bills when received.

Roll call vote:

Benefiel - Aye
Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

Bill Paying Committee (Annual Meeting, By-Laws Article IV, Sec. 3)

President Stenzel appointed Treasurer Benefiel, Trustee King, and herself, as alternate, to the Bill Paying Committee. This committee has the authority to approve bills for payment in place of any regularly scheduled meeting.

Personnel Committee

President Stenzel appointed Vice President Emig, Secretary Shumaker, and Director Knepp to the Personnel Committee.

2021 Meeting Date Schedule

Shumaker/Emig

Motion to accept the 2021 Meeting Date Schedule as presented.

Roll call vote:

- Benefiel - Aye
- Emig – Aye
- King – Aye
- Shumaker – Aye
- Stenzel – Aye

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

2021 Holiday Closing Schedule

The Board reviewed the holiday closing schedule for 2021. The schedule follows the Michigan Supreme Court closing schedule.

Emig/Benefiel

Motion to accept the Holiday Closing Schedule as presented.

Roll call vote:

- Benefiel - Aye
- Emig – Aye
- King – Aye
- Shumaker – Aye
- Stenzel – Aye

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

New Business

Pay Increase for Wendy Burden – Branch Clerk

Shumaker/King

Motion to acknowledge the promotion of Wendy Burden to the position of Branch Clerk. And, effective February 1, 2021, to increase her hourly pay to \$10.00/hr.

Roll call vote:

- Benefiel - Aye
- Emig – Aye
- King – Aye
- Shumaker – Aye
- Stenzel – Aye

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

Budget Report

Review of Budget

No information was presented.

Review of Transmittals

\$35,000 was deposited last Thursday. This was from the County Agency & Trust (millage money).

Approval of Bills

Bills will be reviewed online and approved on the Google form.

Director's Comments

Three applications have been received thus far for the Library Aide position. Director Knepp will continue to accept applications for the next several weeks.

Correspondence

None

Board Member Comments

Treasurer King was asked by a member of the public why the Library does not use a UV wand for sanitizing books. Director Knepp said that in order for this method to be effective, each page of the book would need to be wanded. This is not cost-effective. The CDC recommends what the Library is currently doing which is quarantining books for a set length of time.

President Stenzel asked if the Board would be meeting face-to-face in March. Director Knepp said it won't be known until the current executive order expires this month but it has been suggested that March might be the last month boards would have to meet virtually.

Northland Board Advisory Comments

None

Commissioner Liaison Comment

None

Public Comment

None

Meeting adjourned at 5:37 p.m.

The next regular meeting will be held March 8, 2021 at 5:00 p.m. virtually.

Respectfully submitted,
Deb Shumaker – Secretary

2021 Meeting Dates – All meetings are held on a Monday.

• January 13, 2020 – WebEx	• August 9, 2020 - Mio
• February 8, 2020 – WebEx	• September 13, 2020 - Mio
• March 8, 2020 – Virtually ?	• October 11, 2020 - Fairview
• April 12, 2020 - Fairview	• November 8, 2020 – Mio
• May 10, 2020 - Mio	• December 10, 2020 (Friday) – Mio – Annual Potluck with Staff
• June 14, 2020 - Mio	• December 13, 2021 - Mio
• July 12, 2020 - Fairview	

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