

# Oscoda County Library Board

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## UNOFFICIAL MINUTES

April 19, 2021

### A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON MONDAY, APRIL 19, 2021 AT 5:00 P.M. AT THE FAIRVIEW BRANCH OF THE OSCODA COUNTY LIBRARY

Call to Order: 4:58 p.m. by President Stenzel.

Members Present: Stenzel, Emig, Benefiel, and Shumaker

Member Absent: King

Others Present: Amy Knepp and Tom McCauley

The Pledge of Allegiance was recited.

#### Minutes

The minutes from the March 8, 2021 meeting stand approved as presented. Commissioner McCauley reported the WebEx link was not working for the March 8, 2021 meeting.

#### Old Business

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

- State orders will stay the same until May 29, 2021.
- CDC quarantine for outstate travel remains at 10-14 days for anyone who might be traveling outside of Michigan.

##### **Policy 3.020 Opioid Antagonist Administration Policy and Procedures**

It was reiterated that the Narcan kits would be kept behind the desk and that counseling would be made available to a staff member who requested it.

Benefiel/Emig Motion to accept Policy 3.020 as presented.

3 Ayes : 1 Nay. **Motion carried.**

##### **Policy 1.000 Oscoda County Library Board of Trustees By-Laws**

The Board reviewed Article IV (Meetings) – Section 6: “Pursuant to the Open Meeting Act (section 15.263a), one or more Trustees may participate in any annual, regular, or special meeting of the Library Board by means of electronic communications. Such participation shall constitute presence in person at such meeting”.

Emig/Benefiel Motion to accept the change to Article IV (Meetings) – Section 6.

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

**Policy 2.000 Purchasing Policy**

The Board received updated language for Policy 2.000. Secretary Shumaker submitted some suggestions/additions. Director Knepp will bring a revised version to the May meeting.

**New Business**

None

**Budget Report**

**Review of Budget**

No review at this time.

**Review of Transmittals**

Transmittals were reviewed and are up-to-date.

**Approval of Bills**

Benefiel/Emig Motion to approve the payment of bills in the amount of \$10,833.95.

Roll call vote:

Benefiel – Aye

Emig – Aye

Shumaker – Aye

Stenzel – Aye

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

**Director’s Comments**

Director Knepp thanked the Board for their understanding during her recent illness.

**Correspondence**

None

**Board Member Comments**

Vice President Emig reported the Council on Aging would be opening for meals this week.

Vice President Emig will be absent for the May meeting.

**Northland Board Advisory Comments**

None

**Commissioner Liaison Comment**

Commissioner McCauley provided an update on the County Park. There will be gypsy moth spraying in the county this year.

**Public Comment**

None

Meeting adjourned at 5:20 p.m.

The next regular meeting will be held May 10, 2021 at 5:00 p.m. at the Main Branch of the Oscoda County Library.

Respectfully submitted,  
Deb Shumaker – Secretary

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

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

**Items for next month’s agenda:**

- Fire Safety
- Policies
- Meeting Room Policy & Application
- Investments
- Parking Lot – Mio
- Handyman Services
- Municipal & Real Estate Attorneys