

# Oscoda County Library Board

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

## UNOFFICIAL MINUTES

June 14, 2021

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON  
MONDAY, JUNE 14, 2021 AT 5:00 P.M.  
AT THE MAIN BRANCH OF THE OSCODA COUNTY LIBRARY

Call to Order: 5:02 p.m. by President Stenzel.

Members Present: Stenzel, Emig, Benefiel, and Shumaker

Member Absent: King

Others Present: Amy Knepp

The Pledge of Allegiance was recited.

### Minutes

The minutes from the May 10, 2021 meeting stand approved as presented.

### Old Business

#### COVID-19 Update

- A reminder that MDHHS rules govern patrons while MIOSHA rules govern employees – keeping them safe in the workplace.
- On July 1, 2021, the state will lift all restrictions for the public. There has been no word from MIOSHA if any rules/mandates will be lifted.

#### District Library Formation

Director Knepp presented district library information to the Board of Commissioners (BOC). Treasurer Benefiel was also in attendance at the meeting. The BOC is in favor of the district library. Who else would be our partner? Possibly Mitchell Township (Alcona County). There are 93 active library patrons from Mitchell Township. Director Knepp will also be looking at Fairview Area Schools as a partner. Can the county loan the Library money? Director Knepp will check on this. Funding will continue to come from state aid and penal fines as well as the district library millage. The district library issue will be on the ballot next year.

#### Policy 2.000 - Purchasing Policy – 2<sup>nd</sup> Read and Approval

Benefiel/Emig

Motion to approve Policy 2.000 - Purchasing Policy as presented.

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

**Policy 3.000 - Oscoda County Library Cards – 2<sup>nd</sup> Read and Approval**

Emig/Benefiel Motion to approve Policy 3.000 - Oscoda County Library Cards as presented.

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

**Policy 3.005 – Oscoda County Library Internet Acceptable Use Policy – 2<sup>nd</sup> Read and Approval**

Benefiel/Emig Motion to approve Policy 3.005 - Oscoda County Library Internet Acceptable Use Policy as presented.

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

**Hiring and Wages**

Valerie Wise is working temporarily.

The Board wants to hear from Director Knepp as to what her vision for the Library is for the next two years. What staff does she need – another clerk/aide, an assistant director, or other? Job descriptions may need to be revised. How does the Strategic Plan play into staffing?

Director Knepp provided five different wage scenarios with various staff listed for the Board to review. Until staffing needs are known, the Board will not act on any of the scenarios.

The Personnel Committee will meet to discuss any new and existing positions and job descriptions once Director Knepp provides information on staffing needs.

**New Business**

None

**Budget Report**

**Review of Budget**

The Board reviewed the budget.

**Review of Transmittals**

Transmittals will be presented at the July 2021 meeting.

**Approval of Bills**

Emig/Benefiel Motion to approve the payment of bills in the amount of \$7,271.45.

Roll call vote:

Benefiel – Aye

Emig – Aye

Shumaker – Aye

Stenzel – Aye

4 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 5:40 p.m.

The next regular meeting will be held July 12, 2021 at 5:00 p.m. at the **Fairview 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
• <del>May 10, 2020 – Mio</del>	• December 10, 2020 ( <b>Friday</b> ) – Mio – Annual Potluck with Staff
• <del>June 14, 2020 – Mio</del>	• 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