

Oscoda County Library Board

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

UNOFFICIAL MINUTES

September 13, 2021

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON
MONDAY, SEPTEMBER 13, 2021 AT 5:00 P.M.
AT THE MAIN BRANCH OF THE OSCODA COUNTY LIBRARY

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

Members Present: Stenzel, Emig, King, and Benefiel. Shumaker arrived at 5:40 p.m.

Member Absent: none

Others Present: Amy Knepp

The Pledge of Allegiance was recited.

Minutes

The minutes from the August 9, 2021 meeting stand approved as presented.

Appointment

Scott Izzo – Community Health Director/Epidemiologist DHD #2

Mr. Izzo spoke to and answered questions regarding COVID-19.

Old Business

COVID-19 – Discussion on Programming, Masking, and More

Director Knepp shared information and concerns about fall programming:

- Book Club
- Story Time
- Prime Time (with food) – possibly 25 children, adults, & Prime Time moderators
- Painting

The Board must decide the direction it wishes to take as the weather will be changing and programming will no longer be able to be held outside as done during the summer months. What will be the procedure on the following?

- Masks
- Social Distancing
- Food
- Location – as the Meeting Room at the Mio Branch cannot hold 25 people and have them socially distanced.

Other locations to hold programming: the Mio Community Center and the Comins Township Hall (Fairview). Both have kitchen facilities and would allow for a larger group of people to be spread out.

The Board wants to ensure a safe environment is available for programming for both employees and patrons while managing COVID-19.

The public will be reminded not to attend if they are sick.

Emig/King

Motion to move forward with indoor programming. The size of the program will dictate the location where the program will be held. All current local, state, and federal guidelines/laws will be followed.

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

Benefiel/Emig

Motion that all volunteers must complete the Health Screening prior to the event and must wear a face shield or mask or be behind a barrier when serving food for safety purposes.

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

District Library Formation

Director Knepp has given Comins Township an ultimatum for deciding as to whether or not they will become a partner going forward in the district library formation. There are deadline dates the Library must meet and cannot wait too much longer for their decision. The Township Board meets at the end of the month.

Hiring and Wages

The Board discussed employee wages for 2022. Looking to the future, what will the budget look like with wage increases? Will the millage have to be increased to cover costs? Director Knepp would like input from the Board. Members should brainstorm, send thoughts in an email, and include all.

New Business

2022 Budget

The Board received a preliminary budget printout with wage information from Director Knepp. She would like to have input prior to the next meeting.

Banking

The local branch of Nicolet Bank (formerly MBank) will be closing soon. The closest branch is Lewiston. The Board discussed how to handle finances going forward. Director Knepp provided information.

Emig/Benefiel

Motion to withdraw \$10,000.00 from Nicolet Bank and open an account at Huntington Bank (Mio Branch). All five Library Board Trustees will be added as signers. The Board gives Huntington Bank permission to speak with Director Knepp about any banking information or issues. Further, if Beth Barron is making a deposit for the Library, she will need to get a receipt from the bank with the balance listed on it.

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

Director's Evaluation

Board members should provide Secretary Shumaker with their evaluation form prior to October's board meeting. She will compile the ones she receives and present the final evaluation at October's meeting.

Budget Report

Review of Budget

Budget information was emailed to the Board.

Review of Transmittals

Transmittals were reviewed and are up-to-date.

Approval of Bills

King/Emig

Motion to approve the payment of bills in the amount of \$12,890.30.

Roll call vote:

Benefiel – Aye

Emig – Aye

King – Aye

Shumaker – Aye

Stenzel – Aye

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

Director's Comments

Director Knepp shared that there will be a residential E-waste collection later this week.

Correspondence

Received a letter from Nicolet Bank with regards to the closure of the Mio branch.

Board Member Comments

None

Northland Board Advisory Comments

None

Commissioner Liaison Comment

None

Public Comment

None

Meeting adjourned at 7:11 p.m.

The next regular meeting will be held October 11, 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.

• January 13, 2020 – WebEx	• August 9, 2020 – Fairview
• February 8, 2020 – WebEx	• September 13, 2020 – Mio
• March 8, 2020 – Mio	• 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 – Cancelled	

Items for next month’s agenda:

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