

Oscoda County Library Board

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OFFICIAL MINUTES
Approved January 9, 2013

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON WEDNESDAY, DECEMBER 12, 2012 AT 4:45 P.M. AT THE OSCODA COUNTY LIBRARY.

Call to Order: 4:55 p.m.

Members Present: Crane, Call, Stenzel, and Shumaker

Members Absent: Olsen

Others Present: Amy Knepp

The meeting was called to order by Vice Chair Crane.

Minutes

The minutes of the Nov. 14, 2012 meeting stand approved as presented.

Budget Report

Director Knepp will check on a line item has just appeared 790-964.00 – Library Tax Refund. The amount of \$38.54 was added and subtracted.

The amount in penal fines is currently at \$23,513. A deposit will be made in December.

Stenzel/Shumaker Approve payment of bills in the amount of \$1,582.47.
4 Ayes : 0 Nays. **Motion carried.**

Transmittals

The board reviewed transmittals. All are up-to-date.

Old Business

Staffing

The board reviewed Director Knepp's memo and the attorney's opinion. Discussion ensued.

Stenzel/Call Motion to terminate employment of Kimberly Landenberg effective December 31, 2012.

Roll call vote –
Call – Yes
Stenzel – Yes
Shumaker – Yes
Crane – Yes

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

Director Knepp and Chairman Olsen will notify Kimberly December 17, 2012.

Children's Christmas Party

The party will be held Saturday, December 15, 2012. The time has been changed from 12 p.m.-2 p.m. to 2 p.m.-4 p.m. Refreshments will be served. A story will be read. Children will have crafts to do. And, photos with Santa will be taken. Each child will leave with a gift and treats.

New Business

Baker & Taylor Contract

The contract for 2013 is up for renewal. At least 10 new books will be shipped to the Library each month. The cost remains nearly the same as last year.

Quote for HVAC Maintenance

The board reviewed the quote from Single Point Technology for yearly preventative maintenance on HVAC system and furnaces.

Stenzel/Call

Motion to accept quote from Single Point Technology for preventative maintenance on HVAC system and furnaces.

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

Director's Comments

Director Knepp explained why Consumers Power was at the Library on 12/11/2012 to turn off power. A bill in the amount of \$878.79 had past due charges. The issue was straightened out and the bill has been paid.

Correspondence

Vice Chair Crane read the statements received from the Community Foundation.

- In the Oscoda County Library fund, the total asset is \$2,302.89 with \$448.30 of spendable funds and fund balance of \$1,950.
- In the Diane Gates fund, the total asset is \$1,818.72 with \$469.87 of spendable funds and fund balance of \$1,648.50.

Board Member Comments

Board member Shumaker asked if anyone knew who our new Commissioner liaison will be. Director Knepp reported Mark Grantner has been appointed as the new liaison.

Northland Board Advisory Comments

None

Public Comment

None

Commissioner Liaison Comment

None

Seeing no further business, Vice Chair Crane adjourned the meeting. The next regular meeting will be held January 8, 2013 at 4:45 p.m.

Respectfully submitted,
Deb Shumaker - Secretary