

Oscoda County District Library Board

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OFFICIAL MINUTES

March 13, 2023

A REGULAR MEETING OF THE OSCODA COUNTY DISTRICT LIBRARY BOARD WAS HELD ON MONDAY, FEBRUARY 13, 2023 AT 5:00 P.M. AT THE MAIN BRANCH OF THE OSCODA COUNTY DISTRICT LIBRARY.

Call to order: 5:00 p.m.

Members Present: Stenzel, McCauley, and Shumaker. Benefiel arrived at 5:15 p.m.

Member Absent: None

Others Present: Amy Knepp and 4 guests

The Pledge of Allegiance was recited.

Approval of Agenda

Shumaker/McCauley Motion to approve the agenda for February 13, 2023 with additions.

3 Ayes : 0 Nays. **Motion Carried.**

Public Comment None

Minutes

Minutes from the January 9, 2023 meeting stand approved as presented.

Appointment

Rob Murphy and Mary Rensberry

Mr. Murphy, Comins Township Supervisor, introduced Mrs. Rensberry as a potential candidate to fill the trustee position vacated by Stephanie King of Comins Township. The Board provided Mrs. Rensberry with an overview of Board operations and the Library's programming.

The question was asked about the possibility of recording Library meetings. The Board was reminded that any recordings must be kept forever.

If virtual meetings are offered, a Board member must participate as a guest. Board members must be physically present at the meeting to vote.

Old Business

MACC Grant

The application has been prepared to cover costs for the Summer Reading Program.

McCauley/Benefiel Motion to approve the MACC grant application, as presented, in the amount of \$2,500.00 to cover costs of the 2023 Summer Reading Program.

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

Millage Collection Report

The Board received a breakdown, by township, of revenue received in the amount of \$123,124.21 as of today's meeting.

Vice President McCauley left to attend another meeting.

New Business

Web Hosting Discussion

Director Knepp reported the Library's website is down. She has researched various vendors and is recommending Ploud as the replacement.

- Cost is \$17.70 per month.
- Ploud can bill the Library for 8 months as the Library of Michigan (LofM) is not taking new libraries until October 2023. LofM offers a reduced rate for libraries subscribing to Ploud at the start of their fiscal year.

Benefiel/Shumaker Motion to move the Library's website to Ploud at a rate of \$17.70 per month until the Library is accepted into the Library of Michigan's Ploud program.

Roll Call:

Benefiel: Aye

Shumaker: Aye

Stenzel: Aye

Motion Carried.

ABC Sculpture

The artist wishes the sculpture she donated to the Library to be returned to her so she can give it to her family. Director Knepp contacted the Board's attorney regarding this. A document should be drafted to release the gift (sculpture) back to the artist. The Board was questioned as to whether anyone knew of photos of the sculpture on social media. No one was aware of any photos.

Benefiel/Shumaker Motion to have the attorney draft paperwork for the return of the sculpture to the artist. Once the artist has signed the paperwork, the Library will return the sculpture.

3 Ayes : 0 Nays. **Motion Carried.**

The Board would also like the artist to know that, if at any time, the family no longer wants to keep the sculpture, the Library will accept it back.

When accepting a gift, it was suggested that the Library have a formal document to be signed by the donor so that this situation doesn't happen again.

2023-2024 Budget Process

This process should begin soon as a new budget must be adopted by June 30. As a District Library, a budget hearing must be held prior to voting on the budget. Director Knepp will begin working on it so the Board will have plenty of time to review and schedule the budget hearing. The June 2023 meeting may need to be rescheduled to accommodate the timeline for approval.

Staff Certification

All five staff members now have Library of Michigan certification. Training was through Niche Academy.

The Board extends congratulations to all of the staff for this achievement.

Tammy Emig

Tammy's family would like to donate a lilac bush to the gardens in memory of Tammy and her service to the Library Board as both liaison and Board member. The Board would also like to include something to commemorate Lew and Vi.

Budget Report

Review of Budget

The Board reviewed the budget. Salary reimbursement from the Library of Michigan for 10 months was received based on the fiscal year as a county library.

Review of Transmittals

The transmittals were reviewed.

Approval of Bills

Benefiel/Shumaker Motion to approve the payment of bills in the amount of \$10,639.03.

Roll Call:
Benefiel: Aye
Shumaker: Aye
Stenzel: Aye
Motion Carried.

Correspondence

None

Board Member Comment

Secretary Shumaker asked about a monthly board meeting schedule. She also asked about the Mango language subscription.

President Stenzel discussed the need to obtain a device to help if a person is choking. There are two sizes – one for a child and one for an adult. She will send Director Knepp information.

Treasurer Benefiel shared information on gaming nights at the Library. He asked if the Library can be a guild. This would be a question for the attorney. He would also like to see books related to the games as this would help develop critical thinking and reading skills.

Director’s Report

Director Knepp will place the Meeting Room Use Policy on the March 2023 agenda for review.

Seeing no further business, the meeting was adjourned at 6:10 p.m.

The next regular meeting will be held February 13, 2023 at 5:00 p.m. at the Main Library.

Dawn Stenzel, President
Oscoda County District Library Board

Deb Shumaker, Secretary
Oscoda County District Library Board