

Oscoda County District Library Board

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OFFICIAL MINUTES

November 14, 2022

A REGULAR MEETING OF THE OSCODA COUNTY DISTRICT LIBRARY BOARD WAS HELD ON MONDAY, OCTOBER 10, 2022 AT 5:00 P.M. AT THE FAIRVIEW BRANCH OF THE OSCODA COUNTY DISTRICT LIBRARY.

Call to order: 5:04 p.m.

Members Present: Stenzel, Benefiel, McCauley, and Shumaker.
Member Absent: King arrived after the approval of the agenda.
Others Present: Amy Knepp

Pledge of Allegiance was recited.

Approval of Agenda

BenefielMcCauley Motion to approve the agenda for October 10, 2022.

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

Public Comment None

Minutes

Minutes from the September 12, 2022 meeting stand approved as presented.

Old Business

MLA Award

Details are forthcoming from MLA.

Discussion was held as to who would be attending the dinner in Port Huron and what the driving arrangements would be. Tickets will be covered through the Foundation's Library Fund. Current available amount is \$1,455.00. Current state reimbursement for mileage is \$.625 per mile. The Board is willing to cover the cost based on Google Maps.

McCauleyBenefiel Motion to pay mileage, based on Google Maps, for three vehicles to and from Port Huron at \$.625 per mile with funds coming from the Foundation's Library Fund.

Roll Call:

Benefiel: Aye

King: Aye

McCauley: Aye

Shumaker: Aye

Stenzel: Aye

Motion Carried.

**MERS (Municipal Employees' Retirement System of Michigan)
Update**

Official minutes will be forwarded to Sonja (MERS) to dissolve the Board's relationship with MERS. The next step is to research new retirement plans. President Stenzel and Treasurer Benefiel will begin exploring options. Foster Swift (attorneys) provided several company names. The Board needs to decide who will receive retirement benefits. Current full-time employees are Amy, Beth, and Matt.

Millage

Director Knepp attended the Comins Township meeting to provide them with an update of the last millage vote.

A Central Michigan University public media student will be interviewing Director Knepp on the effects of a failed millage. Director Knepp is working on an infographic with state aid statistics.

Other discussion with the township included a building located on the Wellspring Campus is available. Dave Yoder, who has a real estate license, will assist the Board in exploring this possibility as Tom Galbraith did in the past.

New Business

Library Board Member Terms Expiring

Vice President McCauley and Trustee King's terms will expire on December 31, 2022. Notice of intent needs to be sent to the respective partners. Vice President McCauley is willing to serve another term. Due to other obligations, Trustee King will be submitting her letter of resignation.

Definition of a Full-Time Hourly Employee

Currently, according to Article IV-Section 1C (General Office Policies) of the Policy Manual, the definition of a full-time hourly employee is one who "works 40-50 hours per week and is paid an hourly wage at a job classified as a permanent position." Director Knepp suggested this be revised to 30-40 hours per week.

Benefiel/King Motion to update Article IV-Section 1C (General Office Policies) of the Policy Manual from 40-50 hours to 30-40 hours.

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

Budget Report

Review of Budget

Director Knepp wants to know what budget reports the Board would like – balance sheet, profit/loss sheet as she cannot replicate the same reports as were available to the Oscoda County Library.

There is a new chart of accounts with changes to various line items. Will the budget need to be re-approved due to the changes of accounts? Director Knepp will consult with Jim Anderson to ensure a smooth transition.

Review of Transmittals

Transmittals were reviewed.

Approval of Bills

Benefiel/ McCauley Motion to approve the budget report as presented. To acknowledge deposits. To approve the payment of bills in the amount of \$205,132.42.

Roll Call:

Benefiel: Aye

King: Aye

McCauley: Aye

Shumaker: Aye

Motion Carried.

It was noted that salary reimbursement for Director Knepp will continue through 2023 as it is based on the previous year as the Library was still the Oscoda County Library.

Correspondence

None

Board Member Comment

Trustee King stated that the new Mio AuSable Schools superintendent was interested in her position on the Library Board. The question was raised as to where his residence is as this position is for a Comins Township resident.

Director’s Report

None

Seeing no further business, the meeting was adjourned at 5:54 p.m.

The next regular meeting will be held November 14, 2022 at 5:00 p.m. at the Main Library.

Dawn Stenzel, President
Oscoda County District Library Board

Deb Shumaker, Secretary
Oscoda County District Library