

Oscoda County District Library Board

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UNOFFICIAL MINUTES

December 9, 2024

A REGULAR MEETING OF THE OSCODA COUNTY DISTRICT LIBRARY BOARD WAS
HELD ON MONDAY, DECEMBER 9, 2024 AT 5:00 P.M.
AT THE MAIN BRANCH OF THE OSCODA COUNTY DISTRICT LIBRARY.

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

Members Present: Stenzel, Rooker, Benefiel, and Shumaker

Member Absent: McCauley

Others Present: Amy Knepp & Tyler Watters

The Pledge of Allegiance was recited.

Approval of Agenda

Rooker/Benefiel Motion to approve the December 9, 2024 agenda with the additions in
New Business of New Line Item and Banking.

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

Appointment

Library Audit - Tyler Watters, CPA

Mr. Watters reviewed the completed audit from July 1, 2023-June 30, 2024 with a comparison to 2023. He deemed that Library had a “solid year” with consistent spending.

Benefiel/Rooker Motion to accept the Annual Financial Report June 30, 2024 as presented
by Tyler Watters, CPA.

Roll Call:

Benefiel: Aye

Rooker: Aye

Shumaker: Aye

Stenzel: Aye

Motion Carried.

Consent Calendar Items for December 9, 2024

Item #1: Unofficial minutes for the November 11, 2024 meeting

Item #2: November 2024 Profit and Loss

Item #3: November 2024 Credit Card Payment

Item #4: 2025 Holiday Closing Schedule

Benefiel/Rooker Motion to approve the consent calendar for December 9, 2024.

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

Old Business

Exempt vs. Non-Exempt Employees

The 2nd Circuit Court in Texas ruled against this change. It will not go into effect on January 1, 2025.

Wage Discussion

The minimum wage increases take effect February 21, 2025.

Benefiel/Rooker Motion to accept the minimum wage increases set forth by the State of Michigan, and adjust employee wages as needed with Director Knepp presenting a list of employees and wages for acknowledgement at the Library Board Meeting following the increase.

Roll Call:

Benefiel: Aye

Rooker: Aye

Shumaker: Aye

Stenzel: Aye

Motion Carried.

Earned Sick Time Act

This will take effect on February 21, 2025.

New Business

Trustee Training

There is a possibility of two new board members starting in January 2025. The Library of Michigan offers various types of training. Director Knepp asked if the Board would like to take advantage of some training.

“The Impact Year” Challenge

This is a challenge for trustees to engage in their Library. Director Knepp is encouraging trustees to take up the challenge. She will email the list of suggestions.

New Line Item

With the purchase of new technology equipment including a computer and security cameras, a new line item, 728 – Information Technology Supply, needs to be created and added to the budget.

Rooker/Benefiel Motion to create line item 728 Information Technology Supply and to transfer from the fund balance \$2,000.00 into line 728 Information Technology Supply and so amend the budget.

Roll Call:

Benefiel: Aye
Rooker: Aye
Shumaker: Aye
Stenzel: Aye

Motion Carried.

Banking

Since Treasurer Benefiel will be leaving the Board, authorized signatures on the Mercantile Bank & Huntington Banks accounts will need to be updated.

Stenzel/Shumaker Motion to remove Michael Benefiel from the Mercantile Bank accounts and to add Denise Rooker as an authorized signer effective January 1, 2025.

Roll Call:

Benefiel: Aye
Rooker: Abstain
Shumaker: Aye
Stenzel: Aye

Motion Carried.

Benefiel/Rooker Motion to remove Michael Benefiel from the Huntington Bank account effective December 31, 2024.

Roll Call:

Benefiel: Aye
Rooker: Abstain
Shumaker: Aye
Stenzel: Aye

Motion Carried.

Budget Report

Review of Budget

The budget was reviewed.

Approval of Bills

Benefiel/Rooker Motion to approve the payment of bills in the amount of \$4,299,71.

Roll Call:

Benefiel: Aye
Rooker: Aye
Shumaker: Aye
Stenzel: Aye

Motion Carried.

Correspondence

Notification was received from Blue Cross/Blue Shield that coverage was renewed.

Statements were received from the Community Foundation for the fiscal year ending September 20, 2024:

- Diane Gates Memorial Fund – Fund Balance of \$3,804.16. Spendable Balance of \$1,498.08.
- Oscoda County District Library Fund – Fund Balance of \$4,729.33. Spendable Balance of \$1,785.99.

Board Member Comment

President Stenzel presented a Certificate of Appreciation for Service to Treasurer Benefiel.

Public Comment – Limited to three (3) minutes per person

None

Director’s Comment

None

The meeting was adjourned at 5:54 p.m.

The next regular meeting will be held January 13, 2025 at 5:00 p.m. at the Main Branch of the Oscoda County District Library.

Dawn Stenzel, President
Oscoda County District Library Board

Deb Shumaker, Secretary
Oscoda County District Library Board

2024-2025 Meeting Dates – The regularly scheduled monthly meeting of the Oscoda County District Library Board will be held on the 2nd Monday of each month at 5:00 p.m. as determined at its June 24, 2024 meeting.

<ul style="list-style-type: none"> • July 8, 2024 (Organization/Annual Meeting) 	<ul style="list-style-type: none"> • January 13, 2025
<ul style="list-style-type: none"> • August 12, 2024 	<ul style="list-style-type: none"> • February 10, 2025
<ul style="list-style-type: none"> • September 9, 2024 	<ul style="list-style-type: none"> • March 10, 2025
<ul style="list-style-type: none"> • October 14, 2024 – cancelled 	<ul style="list-style-type: none"> • April 14, 2025
<ul style="list-style-type: none"> • November 11, 2024 	<ul style="list-style-type: none"> • May 12, 2025
<ul style="list-style-type: none"> • December 9, 2024 	<ul style="list-style-type: none"> • June 9, 2025 (Budget Hearing)