

Oscoda County Library Board

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UNOFFICIAL MINUTES

September 14, 2020

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON
MONDAY, SEPTEMBER 14, 2020 AT 5:00 P.M.
VIRTUALLY VIA WEBEX.

Call to Order: 5:03 p.m. by President Stenzel.

Members Present by Telephone: Emig
Members Present Virtually: Stenzel, King, and Shumaker
Members Absent: Nutt
Others Present Virtually: Amy Knepp and Tom McCauley

Minutes

The minutes from the August 10, 2020 meeting stand approved as presented.

Old Business

COVID-19 Update (EOs, Opening by Appointment Only, etc.)

Director Knepp presented the following information:

- hours and phone number information for the Fairview Branch
- suggested that Valerie be made a workplace supervisor upon her return from maternity leave October 5, 2020 (tentative)
- seeing an uptick in patrons in Fairview – busier now that school has started
- hopes governor will loosen restrictions
- has “gentle” plan for reopening of the Community Room - looking at October 1, 2020. No more than 10 people at one time. Director Knepp can stop by and check to make sure this is being adhered to. Can use canopy with sides for quarantined materials instead of Community Room. Users must adhere to whatever restrictions are in place as per the governor’s EOs.

Treasurer King asked if a camera can be placed in the Community Room. Director Knepp stated she can point a camera towards the room but a camera cannot be placed in the room.

2019 Audit

Emig/King Motion to acknowledge the 2019 audit.

Roll call vote:

Emig – Aye
King – Aye
Shumaker – Aye
Stenzel – Aye

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

New Business

Wayne Nutt's Resignation

Director Knepp sent a message to Wayne but did not receive a response. She stated he has missed enough meetings that no formal resignation is needed. A resume has been received from a community member. As per past practice, the trustee position will be posted in the Oscoda County Herald as well as on the Library's Facebook page.

M-33 Fiber to Fairview

Wellspring Lutheran Services (nursing home in Fairview) needs fiber for their complex. The updated quote Director Knepp received for fiber to the Fairview Branch is \$4,000.00 - down from an earlier quote of \$6,500.00. Ted Handrich (owner of the Fairview Branch) is OK with bringing fiber to the building. Director Knepp would like a guarantee for the next 1-1 1/2 years that that nothing will happen with our part of the building. We would like to be reimbursed for fiber expenses if the building is sold.

President Stenzel asked if paying for fiber installation is fiscally responsible when renting. Director Knepp stated that it is worth it as fiber service is rarely interrupted.

M-33 will offer a discount to the Library once a package is selected.

Emig/King

Motion to proceed with fiber from M-33 at the Fairview Branch.

Roll call vote:

Emig – Aye

King – Aye

Shumaker – Aye

Stenzel – Aye

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

2021 Budget Conversation

- State aid could take a big hit in the next budget year.
- Penal fines are down approximately \$15,000.00 from last year. Amount currently received is \$20,915.00
- Northland is projecting a 30% decrease in revenue. Vice President Emig suggested that the board take a look at a 30% overall reduction in expenses & revenue.
- Director Knepp is not replacing Cathy's position this year which will help with reducing costs.

Fairview Lease

The Fairview Branch lease expires November 2020. Existing lease is for 3 years. What kind of rent increase is the board looking at in a multi-year lease? Love, Inc.

will be moving out of its section of the plaza shortly. Director Knepp has a meeting this Thursday with Ted Handrich to discuss lease renewal.

Book Return – Fairview

Placing the metal book return in front of the Fairview Branch will impede sidewalk snow removal. Ted Handrich suggested cutting a hole in the wall similar to the Mio Branch for a book return. Language for this should be included in the upcoming lease renewal. Director Knepp believes she has a home for the current book return.

Budget Report

Review of Budget

The budget sheet was not available.

Review of Transmittals

Transmittals will be reviewed at a later date due to the virtual meeting.

Approval of Bills

Bills will be available to be reviewed via Google Docs tomorrow along with profit/loss sheets.

Secretary Shumaker asked why expenditures are greater than revenue. Director Knepp stated that not all revenue has been receipted.

Director’s Comments

The Fall Fest is cancelled for this year as is the Story Walk. Director Knepp would like to plan a big Spring event.

Correspondence

None

Board Member Comments

None

Northland Board Advisory Comments

Director Knepp and Denise Bear will be meeting to discuss a district library formation meeting.

Commissioner Liaison Comment

Commissioner McCauley reported that 14 pallets of electronics were collected last Saturday. This project was sponsored by NEMCOG (Northeast Michigan Council of Governments) and a grant from EGLE (Michigan Department of Environment, Great Lakes, and Energy). There are plans to host this event again next year with a larger list of collectibles.

Public Comment

None

Meeting adjourned at 5:54 p.m.

The next regular meeting will be held Monday, October 12, 2020 at 5:00 p.m. virtually. **Meeting location is subject to change based on the governor’s executive order.**

Respectfully submitted,
 Deb Shumaker – Secretary

2020 Meeting Dates – All meetings are held on a Monday except for the December meeting.

• January 13, 2020 – Mio	• June 8, 2020 – Mio & WebEx
• February 10, 2020 – Mio	• July 20, 2020 – WebEx
• February 16, 2020 – Fairview (Special Meeting)	• August 10, 2020 – WebEx
• March 9, 2020 – Mio	• September 14, 2020 – WebEx
• March 16, 2020 – Mio (Special Meeting)	• October 12, 2020 - Fairview
• March 26, 2020 – WebEx (Special Meeting)	• November 9, 2020 – Mio
• May 21, 2020 – WebEx	• December 11, 2020 (Friday) – Mio

Items for next month’s agenda:

- Fire Safety
- Policies
- By-Laws – phone/virtual attendance
- Meeting Room Policy & Application
- Investments
- Parking Lot – Mio
- Handyman Services
- Municipal & Real Estate Attorneys