

Oscoda County Library Board

430 W. Eighth Street
Mio, Michigan 48647
Phone: 989-826-3613
Fax: 989-826-5461

UNOFFICIAL MINUTES

September 11, 2017

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON
MONDAY, SEPTEMBER 11, 2017 AT 5:00 P.M.
AT THE MAIN BRANCH OF THE OSCODA COUNTY LIBRARY

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

Members Present: Stenzel, Ward, Call, and Shumaker

Members Absent: Emig

Others Present: Ted Handrich, Amy Knepp and Wayne Nutt

The Pledge of Allegiance was recited.

Appointment

Ted Handrich

Mr. Handrich informed the board that the plaza, lumberyard and warehouse buildings are for sale (Fairview). Depending upon which buildings sell, there may need for an agreement with the new owners on use of the septic and well. He is wondering if the Library would be interested in purchasing any/all buildings/land. Director Knepp wondered if a land contract would be possible as she stated the Library cannot borrow money. The lumberyard building has 13,000-14,000 square feet of usable space with 1 barrier-free bathroom. Would the board be interested in additional space in the plaza? The lumberyard has a new roof, air conditioning, and natural gas heat. The board would like a tour of the lumberyard. It will need to take into consideration how expansion or a new building would fit into its long-range plans.

Old Business

Minutes

The minutes from the August 14, 2017 meeting stand approved as presented.

Director's Retirement – Approval of Contract for Repayment

A draft of the revised contract was reviewed.

Call/Ward

Motion to accept contract as presented for repayment by Director Knepp.

Roll call vote:

Call – Aye

Shumaker – Aye

Stenzel - Aye

Ward – Aye

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

Roof – Main Library

Commissioner Nutt will call Joe Stone tonight and will get back with Director Knepp tomorrow as to whether or not Mr. Stone can assist with the bid for a new roof. This needs to be taken care of soon.

Paid Holidays

The Policy Committee made its recommendation on paid holidays.

The words "...and normally scheduled to work." will be added to Section 3B at the end of sentence one.

The following will be added as Section 3C: "4th of July: Any employee who opts to work for a library scheduled event shall be paid one and a half (1.5) times their regular rate, not to exceed eight (8) hours.

Ward/Call

Motion to approve new language to be added to Section 3: Holidays

Roll call vote:

Call – Aye
Shumaker – Aye
Stenzel - Aye
Ward – Aye

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

Vice President Ward’s Position

Director Knepp has not heard back from the attorney about Vice President Ward living outside the county for 5-6 months and continuing to serve on the board.

Vice President Ward presented her letter of resignation to the board effective September 12, 2017.

Call/Shumaker

Motion to accept Vice President Ward’s letter of resignation with regret.

3 Ayes : 0 Nays : 1 Abstention. **Motion carried**

President Stenzel thanked Mrs. Ward for her years of service both as an employee and as a board member.

Director Knepp will post the open position for several weeks as has been done in the past.

New Business

Video: Run, Hide, Fight – Surviving an Active Shooter Event

All seven staff members attended the Active Shooter workshop. The staff was appreciative of being able to go and learned a lot. The board watched the same video that was shown at the workshop. Director Knepp would like to hold simulation practice as recommended by the workshop leader. There was a shooting at a public library in New Mexico in the last few weeks. The staff needs to practice what they learned.

Director Knepp will be contacting a locksmith to change locks on some doors so that there will be one key to open all doors with the exception of the director's office which will have a separate key.

Iris Club Garden

In 2019, the Mio Iris Club will be celebrating its 75th (diamond) anniversary. It would like to start preparing for the anniversary by planting an iris garden on library property. The garden club and/or master gardener will work on the garden.

Budget Report

Review of Budget

The budget was reviewed. A reminder that at the December 2017 meeting, the board will need to move money to balance line items.

- The board has paid \$8,100 in rent since the Fairview branch has opened.
- If the board would purchase a building, the board would need to consider hiring additional staff
- Can the board be a landlord?
- How would the board pay for a building if purchased?

Director Knepp suggested scheduling a Saturday retreat to explore/discuss whether or not the purchase of a building is feasible.

Review of Transmittals

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

Approval of Bills

Call/Ward

Motion to approve transmittals and the payment of bills in the amount of \$5,851.32.

Roll call vote:

Call – Aye
Shumaker – Aye
Stenzel - Aye
Ward – Aye

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

Director's Comments

None

Correspondence

None

Board Member Comments

Vice President Ward stated concern expressed by several citizens about the library's donation policy. They would like to know why the Library doesn't take "everything". The board discussed this. Many items that community members want to donate are old/out of date, have an odor, and/or are not useable in the

library's collection. If items are unusable, then the Library must bear the cost of disposing of them.

Northland Board Advisory Comments

The Northland Board has approved the Plan of Service.

The Co-Op has decided on reciprocal borrowing amongst members.

Commissioner Liaison Comment

Commissioner Nutt affirmed the need for a proper donations policy. He thanked Vice President Ward for her years of service. He also addressed the board about the EMS millage.

Public Comment

None

Meeting adjourned.

The next regular meeting will be held Monday, October 9, 2017 at 5:00 p.m. at Fairview Branch of the Oscoda County Library.

Respectfully submitted,
Deb Shumaker – Secretary

2017 meeting dates:

• January 9, 2017 – Mio	• July 10, 2017 – Fairview
• February 13, 2017 – Mio	• August 14, 2017 – Mio
• March 13, 2017 – Mio	• September 11, 2017 – Mio
• April 10, 2017 – Fairview	• October 9, 2017 - Fairview
• May 8, 2017 – Mio	• November 13, 2017 - Mio
• June 12, 2017 – Mio	• December 11, 2017 - Mio

Items for next month's agenda:

- Investments
- Service Master
- Book Return - Fairview
- Lighting Replacement – Mio
- Roof and Parking Lot – Mio
- Donations Policy