

Oscoda County Library Board

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

UNOFFICIAL MINUTES

December 15, 2017

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON
FRIDAY, DECEMBER 15, 2017 AT 4:30 P.M.
AT THE MAIN BRANCH OF THE OSCODA COUNTY LIBRARY

Call to Order: 4:34 p.m. by President Stenzel.

Members Present: Stenzel, Emig, Call, and Shumaker

Members Absent: None

Others Present: Ryan Rondo, Wayne Nutt, and Amy Knepp

Ryan Rondo

Mr. Rondo provided further information on the inside work he will be doing and why his bid was so low.

- A bleach solution will be used to treat any mold or bad sections.
- President Stenzel wants the drywall sealed top and bottom.
- Work will start after the holidays and will take approximately two days to complete.

Mr. Rondo also reviewed Decra Steel Shingles (sold by Highland Lumber – Mio).

- The shingles are stone-coated steel and look like asphalt shingles.
- The shingles are adhered with screws.
- Mr. Rondo doesn't think the steel shingles will rust.
- Cost would be approximately \$200.00 per square or estimated at \$35,000.00 to \$40,000.00 for the entire roof.
- Winter installation would take six to seven working days.
- Mr. Rondo recommended B&C Electrical from West Branch for any electrical work needed to complete the job.

Old Business

Minutes

The minutes from the November 20, 2017 meeting stand approved as presented.

Main Library Roof

Secretary Shumaker stated that if we were to receive a bid from Mr. Rondo then the bid process should be reopened to all. She also stated that there are two metal roofing companies in Roscommon. Would they be interested in bidding?

Emig/

A motion to accept Ryan Rondo's estimate for a steel shingle roof between \$35,000.00 and \$40,000.00.

Due to lack of support, the motion died.

Stenzel/Call

Motion to consult with Ron Cieslak and use him to provide services (roof plan, roof details-primarily for metal roof, and specifications) for roof replacement on Main Library. This would be on an hourly basis with maximum not to exceed \$4,000.00.

Discussion followed with regards to asphalt, steel, and aluminum roofs.

Roll call vote:

Call – Aye

Emig – Nay

Shumaker – Aye

Stenzel - Aye

3 Ayes : 1 Nay. **Motion carried.**

Director's Evaluation

Director Knepp's 2017 evaluation was presented. She signed it as did President Stenzel.

2018 Budget

The budget was presented with wage changes.

Emig/Call

Motion to accept the 2018 budget (\$296,955.00) as presented.

Roll call vote:

Call – Aye

Emig – Aye

Shumaker – Aye

Stenzel - Aye

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

Director Knepp noted that MERS will be conducting its update and will notify the board of any changes.

Winter/Spring Retreat Date

Tabled until the January 2018 meeting.

Seal Drywall

As stated above, the board wants the drywall sealed both top and bottom for the inside repairs.

New Business

Election of Vice Chair to Fill the Vacancy Left by Trustee Ward

The board decided to wait to fill the vacancy until a new board member selected.

Co-Op

Director Knepp was invited to participate in mock interviews with Amanda Thiel's class at Mio High School. There is an opportunity for the Library to hire a

Co-Op student from the school. This could be a paid or unpaid position. Director Knepp would have to develop learning outcomes for the student. Co-Op provides students with job experience and motivates them to do well in their first job. The pay would be minimum wage, if the board would decide to participate in the program. The board would also have to decide on the number of hours to employ the student. The Co-Op program as well as the age of the student dictates the number of working hours. This may be something to pursue with Fairview High School.

Shumaker/Emig Motion for Director Knepp to pursue hiring a Co-Op student for the Winter 2018 semester at minimum wage. Hours to be determined based on the student's age.

Roll call vote:

Call – Aye
Emig – Aye
Shumaker – Aye
Stenzel - Aye

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

Budget Report

Review of Budget

The budget was reviewed.

Review of Transmittals

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

Approval of Bills

Emig/Call Motion to approve transmittals and the payment of bills in the amount of \$4,163.04.

Roll call vote:

Call – Aye
Emig – Aye
Shumaker – Aye
Stenzel - Aye

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

Director's Comments

Director Knepp expressed her appreciation for having Commissioner Nutt as the board's liaison.

A question was raised about the balance sheet and why it looks the way it does. The auditor looks at accrual vs. cash. Also, the auditor uses the GASB accounting standards.

Correspondence

Christmas cards were received from former trustee Vi Ward and 1st Federal.

Board Member Comments

None

Northland Board Advisory Comments

None

Commissioner Liaison Comment

Wolgast has been selected to work with the county in designing its new building. A sign has been placed on county property with their information.

The county has passed its budget.

Public Comment

None

Meeting adjourned at 5:40 p.m. with the board/staff Christmas potluck to follow.

The next regular meeting will be held Monday, January 8, 2018 at 5:00 p.m. at the Main Library.

Respectfully submitted,
Deb Shumaker – Secretary

2018 Meeting Dates:

• January 8, 2018 - Mio	• July 9, 2018 -
• February 12, 2018 -	• August 13, 2018 -
• March 12, 2018 -	• September 10, 2018 -
• April 9, 2018 -	• October 8, 2018 -
• May 14, 2018 -	• November 12, 2018 -
• June 11, 2018 -	• December 10, 2018 -

Items for next month’s agenda:

- Winter Retreat
- Investments
- Service Master
- Book Return - Fairview
- Lighting Replacement – Mio
- Roof and Parking Lot – Mio
- Meeting Room Policy & Application
- Handyman Services
- Board Vacancy
- Municipal & Real Estate Attorneys