

# Oscoda County Library Board

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## UNOFFICIAL MINUTES

January 13, 2020

A REGULAR MEETING OF THE OSCODA COUNTY LIBRARY BOARD WAS HELD ON  
MONDAY, JANUARY 13, 2020 AT 5:00 P.M.  
AT THE MAIN BRANCH OF THE OSCODA COUNTY LIBRARY

Call to Order: 5:08 p.m. by President Stenzel.

Members Present: Stenzel, Emig, King, Nutt, and Shumaker

Members Absent: None

Others Present: Amy Knepp

### Minutes

The minutes from the December 9, 2019 and December 30, 2019 meetings stand approved as presented.

### Old Business

#### Retreat to Discuss District Library

Director Knepp would like to have ballot language to the Board of Commissioners by the end of February. The Library is using Thrun Law as its legal council.

The board has scheduled a retreat to discuss the District Library issue and millage renewal on Saturday, February 29, 2020 at 11 a.m.

### New Business

#### Bank of Record

Emig/King

Motion to continue using First Federal (Mio branch) as the Oscoda County Library's bank of record. Northland Area Federal Credit Union will house the deposits from the Fairview Branch.

Roll call vote:

Emig – Aye

King – Aye

Nutt – Aye

Shumaker – Aye

Stenzel – Aye

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

**Payment of Utilites, Insurances, Snow Plowing/Mowing and BCN Bills as They Arrive**

King/Emig

Motion to pay utilities, insurance, snow plowing/mowing, and BCN bills when received.

Roll call vote:

- Emig – Aye
- King – Aye
- Nutt – Aye
- Shumaker – Aye
- Stenzel – Aye

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

**Bill Paying Committee (Annual Meeting, By-Laws Article IV, Section 3)**

President Stenzel appointed Treasurer King, Vice President Emig, and herself as alternate to the Bill Paying Committee. This committee has the authority to approve bills for payment in place of any regularly scheduled meeting.

**Personnel Committee (Reappointment of Members)**

President Stenzel reappointed Vice President Emig, Secretary Shumaker, and Director Knepp to the Personnel Committee.

**2020 Meeting Date Schedule**

The regularly scheduled monthly meeting of the Oscoda County Library board will be held on the 2nd Monday of each month at 5:00 p.m. as determined at its January 14, 2020 Annual Meeting. Monthly dates are listed below:

- January 13, 2020 (Monday)
- February 10, 2020 (Monday)
- March 9, 2020 (Monday)
- April 6, 2020 (Monday)- **FAIRVIEW**
- May 11, 2020 (Monday)
- June 8, 2020 (Monday)
- July 13, 2020 (Monday)- **FAIRVIEW**
- August 10, 2020 (Monday)
- September 14, 2020 (Monday)
- October 12, 2020 (Monday)-**FAIRVIEW**
- November 9, 2020 (Monday)
- December 11, 2020 (Friday)

Emig/Nutt

Motion to accept the 2020 Meeting Date Schedule as presented.

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

## 2020 Holiday Closing Schedule

The board reviewed the holiday closing schedule for 2020. The schedule follows the court closing schedule.

- |                                |                             |
|--------------------------------|-----------------------------|
| • Wednesday, January 1, 2020   | New Year's Day              |
| • Monday, January 20, 2020     | Martin Luther King Jr. Day  |
| • Monday, February 17, 2020    | Presidents' Day             |
| • Friday, April 10, 2020       | Good Friday – close at noon |
| • Monday, May 25, 2020         | Memorial Day                |
| • Friday, July 3, 2020         | Independence Day (Observed) |
| • Saturday, July 4, 2020       | Independence Day            |
| • Monday, September 7, 2020    | Labor Day                   |
| • Wednesday, November 11, 2020 | Veterans Day                |
| • Thursday, November 26, 2020  | Thanksgiving Day            |
| • Friday, November 27, 2020    | Day After Thanksgiving      |
| • Saturday, November 28, 2020  | Saturday after Thanksgiving |
| • Thursday, December 24, 2020  | Christmas Eve               |
| • Friday, December 25, 2020    | Christmas Day               |
| • Saturday, December 26, 2020  | Saturday after Christmas    |
| • Thursday, December 31, 2020  | New Year's Eve              |

Per Oscoda County Library Policy 4.000: Whenever a holiday falls on a Friday the library will be closed the following Saturday.

King/Nutt

Motion to accept the Holiday Closing Schedule as presented.

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

## Budget Report

### Review of Budget

The budget was reviewed.

### Review of Transmittals

Transmittals were reviewed and are up-to-date.

### Approval of Bills

Nutt/King

Motion to approve the payment of bills in the amount of \$10,698.76.

Roll call vote:

Emig – Aye

King – Aye

Nutt – Aye

Shumaker – Aye

Stenzel – Aye

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

## Director's Comments

None

## **Correspondence**

The Board received information that the contribution to unemployment has dropped from 1.84% to 0.9% for 2020.

Documents from the Community Foundation were received and reviewed (10/1/18-9/30/19). The spendable amount in the OCL fund is \$1,091.26. Spendable amount in the Diane Gates fund is \$956.77.

Emig/King

Motion to continue to rollover the amounts in both accounts.

Roll call vote:

Emig – Aye

King – Aye

Nutt – Aye

Shumaker – Aye

Stenzel – Aye

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

## **Board Member Comments**

Treasurer King presented a flyer of happenings from the Houghton Lake Public Library.

Secretary Shumaker asked about property in Fairview.

## **Northland Board Advisory Comments**

None

## **Commissioner Liaison Comment**

None

## **Public Comment**

None

Meeting adjourned at 5:53 p.m.

The next regular meeting will be held Monday, February 10, 2020 at 5:00 p.m. at the Main Branch of the Oscoda County Library.

Respectfully submitted,  
Deb Shumaker – Secretary

**2019 Meeting Dates – All meetings are held on a Monday except for the December meeting.**

• <del>January 13, 2020 – Mio</del>	• July 13, 2020 - <b>Fairview</b>
• February 10, 2020 - Mio	• August 10, 2020 - Mio
• March 9, 2020 - Mio	• September 14, 2020 - Mio
• April 6, 2020 - <b>Fairview</b>	• October 12, 2020 - <b>Fairview</b>
• May 11, 2020 - Mio	• November 9, 2020 – Mio
• June 8, 2020 - Mio	• December 11, 2020 ( <b>Friday</b> ) – Mio

**Items for next month’s agenda:**

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