

Oscoda County District Library Board

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OFFICIAL MINUTES

February 12, 2024

A REGULAR MEETING OF THE OSCODA COUNTY DISTRICT LIBRARY BOARD WAS
HELD ON MONDAY, JANUARY 8, 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, Benefiel, McCauley, and Shumaker.

Member Absent: Rooker

Others Present: Amy Knepp and David Gehm

The Pledge of Allegiance was recited.

Approval of Agenda

Benefiel/McCauley Motion to approve the agenda

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

Public Comment Regarding Today's Agenda – Limited to three (3) minutes per person

None

Consent Calendar Items for December 11, 2023

Item #1: Unofficial minutes for December 11, 2023

Item #2: Credit Card Payment: December 21, 2024

McCauley/Benefiel Motion to approve the consent calendar items for January 8, 2024.

Roll Call:

Benefiel: Aye

McCauley: Aye

Shumaker: Aye

Stenzel: Aye

Motion Carried.

Zoom Appointment

David Gehm – CEO of Wellspring

Mr. Gehm felt the Library would be a good use of the Maple Drive building.

- In the past, there has been a service contract with Wellspring for lawn care and plowing of the property.
- He will be discussing the physical property with his board. Property lines are shown in the Beacon software.
- A stipulation would be if the Library ceases to exist, the property would revert back to Wellspring.

The Library will move forward with building inspections including elevator and furnaces. Director Knepp will reach out to the original architect for re-working the floor plan.

Old Business

Fairview Branch

Director Knepp will reach out to the Layman’s to ask for a written extension to building contract for one year.

Banking

Secretary Shumaker was contacted by Northland Credit Union about inactivity in the Library’s account. If the Board does not take action, fees will start to be deducted from the account. The Board decided it no longer needs to maintain the Northland account as it was established to allow for petty cash deposits for the Fairview Branch. Since the Northland branch no longer exists in Fairview, it was determined the account can be closed.

Benefiel/McCauley Motion to close the Northland account and have Northland make a check of the amount in the Northland account payable to the Oscoda County District Library.

Roll Call:

Benefiel: Aye
 McCauley: Aye
 Shumaker: Aye
 Stenzel: Aye

Motion Carried.

Benefiel/McCauley Motion to deposit the Northland check in the Mercantile Bank account.

Roll Call:

Benefiel: Aye
 McCauley: Aye
 Shumaker: Aye
 Stenzel: Aye

Motion Carried.

Benefiel/McCauley Motion to close the Nicolet Bank (Lewiston) account and have Nicolet Bank make a check of the amount in the Nicolet Bank account payable to the Oscoda County District Library.

Roll Call:

Benefiel: Aye
McCauley: Aye
Shumaker: Aye
Stenzel: Aye

Motion Carried.

Benefiel/McCauley Motion to deposit the Nicolet Bank check in the Huntington Bank account.

Roll Call:

Benefiel: Aye
McCauley: Aye
Shumaker: Aye
Stenzel: Aye

Motion Carried.

Director's Retirement

Treasurer Benefiel will call the Edward Jones agent in Alpena to start the process of establishing the director's retirement account.

New Business

Policies

Director Knepp asked that the Personnel Committee review the Personnel Policy as drafted by the attorney. She also asked them to review the three other policies so that they can be brought to the entire Board for a vote.

Budget Report

Review of Budget

The Profit & Loss statement was emailed to the Board.

Review of Transmittals

The transmittals were reviewed.

Approval of Bills

Benefiel/McCauley Motion to approve the payment of bills in the amount of \$5,342.38

Roll Call:

Benefiel: Aye
McCauley: Aye
Shumaker: Aye
Stenzel: Aye

Motion Carried.

Correspondence

The Board received two thank you cards.

Board Member Comment

The Board asked about the unemployment request. Director Knepp said the request was denied.

Public Comment

None

Director's Comment

None

Seeing no further business, the meeting was adjourned at 5:44 p.m.

The next regular meeting will be held February 12, 2024 at 5:00 p.m. at the Main Branch of the Oscoda County District Library.

Signature on file

Dawn Stenzel, President
Oscoda County District Library Board

Signature on file

Deb Shumaker, Secretary
Oscoda County District Library Board