

KALKASKA COUNTY LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING  
Date: Feb 17 2015

1. Call to order: Meeting called to order by President L. Cervone at 10:00
2. Attendance:  
BOT present: Lynnette Cervone, Susie Burns, Lorraine Wolcott, Mike Moran  
Absent: Marilyn Judge  
Others present: Alan Hart (BOC)  
Staff: Bradley Chaplin, Deb Bull
3. Approval of Agenda  
**MOTION: Motion made to approve agenda (as amended) made by Moran**  
**Second: Wolcott**  
**MOTION PASSED**
4. Acceptance and approval of previous Minutes  
**MOTION: motion made to accept Minutes made by Burns**  
**Second: Moran**  
**MOTION PASSED**
5. Public comment: none
6. Reports:
  - 6a. Financial report
    - The County accounting is evidently still behind, because they do not reflect the true bank balances which can still be accessed at 4Front and FACU. The banking analysis shows that we have \$436,231.00 in the 472 at FACU, and \$364,232.00 at 4Front divided between 271 and 471. We did not get a statement from County Treasurer of what funds we have at Chemical Bank.
    - Library Fund revenues for January were \$7221.00 less than anticipated, and expenditures were \$1193.00 less than budgeted. Penal fines were weak, as were donations/fines/fees.
    - County has changed certain numbers in our 2015 budget.
    - Medicare, unemployment, FICA, Fringe and Legal fees all were different than what we think we turned in. Expenditures total dropped to \$319,606.00 from \$320,130.00 No explanation. Revenues budget did not change and stayed at \$320,130.00
    - Treasurer asked for motion to approve purchase of \$25,000.00 CD for 1 year at FACU.
    - Moran, Chaplin and Cervone will be meeting with Corinna on Feb 25<sup>th</sup> at 10a.m.
    - Chaplin will ask about delinquent tax revenue

Approval of Bills

**MOTION: Motion made to pay bills made by Cervone**  
**Second: Wolcott**  
**YES votes: Moran, Cervone, Wolcott, Burns (absent: Judge)**  
**MOTION PASSED**

- 6b. Director's report: MERS representative; new video display; author programs; Northsky (Rotary Charities arm) meeting Feb 20<sup>th</sup>; e-book readership usage is up;
- 6c. Friends of the Library report: Audit report complete and accepted  
New Library Building Account: \$10,822.37. Other Liquid Assets: \$5,967.32;  
Jackie Thorsburg resigned as Treasurer, Valerie Shaw elected to be the new treasurer, with Dee Crawford as Assistant.
- 6d. Board of Commissioners Liaison report: County Complex property Lease agreement language is imminent; Sheriff Israel retiring; COA reorganization completed;
- 6e. DDA Representative report: none
- 6f. Committee reports
  - 1.) Strategic Planning: RR Square needs a survey, may need an engineering study; Architect Tom O'Brien attended; a communication plan is being developed.
- 7. Unfinished Business: Health & Welfare Subcommittee presentation review
- 8. New Business:
  - 8a. Purchase of CD  
  
**MOTION: Motion by Moran to purchase a \$25,000.00 one year CD at Forest Area Federal Credit Union, using 472 funds.**  
**Second: Wolcott**  
**YES votes: Moran, Cervone, Burns, Wolcott, (absent: Judge)**  
**MOTION PASSED**
  - 8b. FOIA Changes: Library will be adopting County policies and procedures.
  - 8c. Board March meeting date: no change in March, there will be a quorum.
- 9. Other Business: none
- 10. Items for future agenda: Board of Trustees meeting schedule
- 11. Public Comment: none
- 12. Adjournment  
**MOTION: Motion to adjourn made by Cervone at 11:55a.m.**  
**Second: Burns**  
**MOTION PASSED**

**Respectfully submitted**  
**Deb Bull**