

**KALKASKA COUNTY LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
23 JULY 2019, 10:00AM**

- 1) CALL TO ORDER: Needham at 9:58am
- 2) ATTENDANCE/INTRODUCTIONS:
  - a) BoT present: D. Needham, M. Moran, C. Cook, K. Peress, (R. Lucyk absent)
  - b) BoC present: J. Sweet
  - c) Friends of the Library liaison: M.R. Gillooly
  - d) Staff present: J. Roberts, D. Payne
  - e) Public present: V. Thornburg, K. Angel



3) ADOPTION OF AGENDA:

**MOTION by PERESS that the agenda be approved as amended.  
SECOND by MORAN  
MOTION CARRIED**

4) ACCEPTANCE AND APPROVAL OF PREVIOUS MINUTES:

**MOTION by COOK to approve minutes of 25 June 2019 as presented  
SECOND by MORAN  
MOTION CARRIED**

5) MICHIGAN CLASS PRESENTATION

K. Angel presented on the Michigan Cooperative Liquid Assets Securities System, advised by V. Thornburg

6) CALL FOR PUBLIC COMMENT: None

7) REPORTS

a) Financial report/Approval of bills

Our total fund balance is \$914,321. This agrees well with the Bank Balances on-line, of \$914,366. Fund Balance declined by about \$9000 since last report. The disparity last month between the 271 fund balance and bank balance had to do with a timing issue about how tax collections are "booked", according to Corinna Hervey, the accountant from B.C.B. She has since made those adjustments, and this ultimately now has resulted in good agreement between Bank- and Fund balances.

Penal fines are still running significantly below estimated target and now are averaging only about \$6350 a month. Nothing got reported for June in the SBR but we believe the amount collected was around \$7765.

Revenues YTD have increased to \$248,651. Current tax revenue increased by about \$11,500. We are still \$29,500 short of revenue, YTD but we have budgeted to appropriate over \$26,000 of our fund balance to make up any differences.

Expenditures are in control.

Our reconciliation spreadsheet now shows nearly complete agreement in all line items through June.

**MOTION by PERESS to accept Treasurer's Report as presented**

**SECOND by COOK**

**MOTION CARRIED by roll call: All Ayes**

**MOTION by MORAN to approve expenditures in the amount of \$11,945.91**

**SECOND by PERESS**

**MOTION CARRIED by roll call: All Ayes**

- b) Director's report: (attached)
  - c) Friends of the Library report: (attached)
  - d) Board of Commissioners Liaison communication: Sweet updated on Kaliseum
  - e) DDA report: Cook report
  - f) Committee reports:
    - i) Millage: Roberts report
    - ii) Fundraising: Roberts report, capital campaign committee
- 8) UNFINISHED BUSINESS
- a) KCL/County Contract—Otsego's Seuryneck model: Moran report; meeting will be scheduled
  - b) Naloxone: Roberts report; no known regional libraries stock naloxone
- 9) NEW BUSINESS
- a) Transfer of PayPal funds to the Friends
- 10) OTHER BUSINESS
- a) None
- 11) ITEMS FOR FUTURE AGENDA:
- a) Roberts to report on millage rates and state funding

**MOTION by MORAN to investigate MI CLASS account with Roberts on specifics for setting the account up, to report to Board in August.**

**SECOND by PERESS**

**MOTION CARRIED**

12) CALL FOR PUBLIC COMMENT: None

13) Next meeting scheduled for: 27 August 2019 at 10:00 am

14) ADJOURNMENT AT: 11:45am

Respectfully Submitted,

Debbie Payne  
Recording Secretary