KALKASKA COUNTY LIBRARY BOARD OF TRUSTEES

REGULAR MEETING MINUTES

23 JUNE 2020, 10:00AM

DRAFT MINUTES

1) CALL TO ORDER: **D. Needham at 10:05am**

2) ATTENDANCE/INTRODUCTIONS:
   a) BoT present: **D. Needham, R. Lucyk, M. Moran, C. Cook, (K. Peress absent)**
   b) BoC present: **None**
   c) Friends of the Library liaison: **M.R. Gillooly**
   d) Staff present: **J. Roberts**
   e) Public present: **M. Jantz**

3) APPROVAL OF AGENDA:

   MOTION by COOK that the agenda be approved as presented

   SECOND by MORAN

   MOTION CARRIED (all ayes, PERESS absent)

4) ACCEPTANCE AND APPROVAL OF PREVIOUS MINUTES:

   MOTION by LUCYK to approve minutes of 26 May 2020 as corrected

   SECOND by MORAN

   MOTION CARRIED (all ayes, PERESS absent)

5) PUBLIC COMMENT ON AGENDA ITEMS: **None**

6) CAPITAL CAMPAIGN: **Presentation, M. Jantz / c2ae. Process and timeline of EDA Grant**

MOTION by COOK to approve the Amendment for Professional Services: EDA Public Works and Economic Adjustment Assistance (PWEAA) Program Grant Application for New Library, dated 18 June 2020

SECOND by LUCYK

MOTION CARRIED by roll call (all ayes, PERESS absent)

7) REPORTS:

a) Financial report/Approval of bills:

The SBR is not being updated with any of our revenue items at the county level. We did get credit for $6800 in state aid revenue, but nothing in current tax revenue, penal fines, monthly interest, and no entries have been made YTD for transfers out of non millage funds from 271 to 472 as we have requested. We have been assured that we will receive the full equalized tax value for our 0.25 mill, amounting to $195,912, and we been told we have received a total of $19,662 in YTD penal fines.

Penal fines are a concern because they are the reason we are able to show "community support" of at least 0.3 mills in order to receive State Aid. This community support figures out to $235,100 minimum. Our millage generates $195,919, so we MUST get at least $39,183 in penal fines to get there. If we have $19,660 so far, we must get another $20,000 in the remaining 7 months of the year, or about $2857 per month on average.

There are still problems straightening out the Health Insurance Buyout. Some credits have been appearing, but this item actually appears as an overage in budget report, needing amendment. We are not sure John has been receiving his 200 per month until now. No entry appears in line 707

Nothing significant has been booked to either 471 or 472 yet this year.

My tracking of the bank accounts on-line indicates we earned about $815 in interest last month, not counting HNB cash pooled accounts. We have a CD at 4Front (271 money) that matures on July 28, worth about $26,500. I would need a Board action in the minutes to allow me to direct the County Treasurer where and when to re-invest. We might decide to take a risk and go back to Mi CLASS; should ask Valerie what County and others are doing re this. (Read reply from Kristin Angel. Seems not to be keyed to Stock Market, but more to what the Federal Reserve interest rates are doing. They are falling of course, and as of June 15 were down to 0.4615%.) If we do choose to go back to CLASS, we should probably re-invest some of the cash we pulled out of there-- $134,800 in 0000 at 4 Front.

MOTION by COOK to invest 4Front 13 month CD expiring 28 July 2020 into the appropriate MI CLASS account

SECOND by LUCYK

MOTION CARRIED by roll call (all ayes, PERESS absent)

MOTION by LUCYK to accept Treasurer's Report as presented

SECOND by COOK

MOTION CARRIED by roll call (all ayes, PERESS absent)

MOTION by MORAN to approve expenditures in the amount of $9,970.85 as presented

SECOND by COOK

MOTION CARRIED by roll call (all ayes, PERESS absent)

b) Director's report: **Roberts update**

c) Friends of the Library report: **Gillooly update**

d) DDA report: **Cook update**

e) Committee reports:

i) Policy manual review/approve:

MOTION by LUCYK to approve policies 5.7, 5.8, 6.1, 6.2, 6.3, 6.4, 6.5, 6.6, 6.7 as presented

SECOND by MORAN

MOTION CARRIED by roll call (all ayes, PERESS absent)

8) UNFINISHED BUSINESS

a) KCL/County Contract—Otsego's Seurynck model: **No update**

b) Critical response/building security enhancements: **No update**

c) Penal fines / revenue sources: **No update**

d) Board workshop: **No update**

9) NEW BUSINESS:

a) "Phase 2" re-opening policy:

MOTION by COOK to approve Policy 4.1.1 as presented

SECOND by MORAN

MOTION CARRIED by roll call (all ayes, PERESS absent)

10) BoC LIAISON COMMUNICATION: **None**

11) ITEMS FOR FUTURE AGENDA:

a) **None**

b)

c)

d)

12) PUBLIC COMMENT ON NON-AGENDA ITEMS: **None**

13) Next meeting scheduled for: **Tuesday, 28 July 2020 at 10:00am**

14) ADJOURNMENT AT: **11:45am**

Respectfully Submitted,

John Roberts

Recording Secretary