

**KALKASKA COUNTY LIBRARY | 247 S. CEDAR STREET, KALKASKA, MI 49646
(231) 258-9411 | info@kalkaskalibrary.org**

**REGULAR MEETING APPROVED MINUTES | 24 MAY 2022 AT 10:00AM
Held at the Kalkaska County Library**

1. Call to order: Needham at 10:20am

2. Attendance:

Trustees: D. Needham, R. Lucyk, M. Moran, C. Cook, K. Peress (attending remotely from Blue Lake Township)

Commissioner liaison: J. Sweet

Friends' liaison: M.R. Gillooly

Staff: J. Roberts

Public: None

3. Approval of agenda:

MOTION by MORAN to approve agenda as presented

SECOND by COOK

MOTION CARRIED (all ayes, PERESS abstain)

4. Approval of minutes:

MOTION by COOK to approve minutes of 26 April 2022 as presented

SECOND by MORAN

MOTION CARRIED (all ayes, PERESS abstain)

5. Public comment: None

6. Treasurer's report / approval of expenditures:

Total Fund balance from the SBR at the end of April was \$857,156, about \$33,000 less than the previous month. Bank balances from on-line sources are in good agreement with that amount.

Note that we have dropped into a negative cash balance in our 271 at Huntington as well as the 471 account. However, we still have a total balance there of \$27,942. We will move back to a large positive balance when we receive our Current Tax Receivable of \$217,606.

We earned about \$664 interest in April, bringing YTD total to \$1,930.

Penal fines continue to lag projections, with only \$5,118 in April, bringing YTD total to \$15,918. To be on-track, we should be at about \$23,300 now, to reach our \$70,000 budgeted amount.

Our tax revenues come in very late, in a lump sum that may change after we have developed our budget, and penal fines are unpredictable, and have been steeply declining. Often, the Director finds it beneficial to purchase some discretionary items ahead rather than spacing them evenly through the year, but this gives the impression of overspending when we see the “red ink” on this report. But so far we are within budgeted amounts. It is also pretty easy to see the red ink on the revenues, side and assume that we will get those deferred revenues eventually.

But it is concerning to me that although we have to generate a budget amendments to compensate if we actually overspend a budget line item, there is no similar control over UNDER funding of revenue items. Consequently, if we fall short on a revenue line, it simply spends down our Fund Balance, which is not what we want to be doing. I see potential for shortfalls in Penal Fines, Current tax revenue, the Federal Grant and other grants. Being responsible would dictate that we look for offsetting reductions in expenditures.

I mentioned finding the higher CD interest rates to the County Treasurer, but she was not enthusiastic, but gave no reason why.

MOTION by COOK to accept treasurer’s report as presented

SECOND by LUCYK

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

MOTION by LUCYK to approve expenditures for May 2022 in the amount of \$9,591.24 as presented

SECOND by MORAN

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

7. **Director’s report:** Placed on file
8. **Friends of the Library report:** Gillooly: report placed on file; \$11,789 in savings, \$126,112.10 in new library building savings
9. **DDA report:** Cook: discussion of advocacy by officials of MDARD (Office of Rural Development)

10. Fundraising working group: Roberts: federal and state legislative earmarks in process

11. Millage working group: Roberts: meeting with consultant scheduled for August 13th

12. Unfinished business:

a. **Security cameras:** Roberts: no report; waiting on site visit

b. **Staff, tuition assistance policy:** Peress update: draft policy to be distributed in June

13. New Business:

a. None

14. Commissioner liaison report: Sweet: new library building to be located in downtown Kalkaska; general discussion of Kaliseum renovations

15. Items for future agenda:

a.

b.

c.

16. Public comment: None

Next meeting scheduled for: 28 June 2022 at 10:00am

17. Adjournment: 11:50am

Respectfully submitted

John Roberts

Recording Secretary