

**KALKASKA COUNTY LIBRARY | 247 S. CEDAR STREET, KALKASKA, MI 49646
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**REGULAR MEETING DRAFT MINUTES | 26 JULY 2022 AT 10:00AM
Held at the Kalkaska County Library**

- 1. Call to order:** Needham at 10:02am
- 2. Attendance:**
Trustees: D. Needham, R. Lucyk absent), 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 amended [13a,b moved to 12c,d]
SECOND by COOK
MOTION CARRIED (all ayes, PERESS abstain, LUCYK absent)
- 4. Approval of minutes:**
MOTION by MORAN to approve minutes of 28 June 2022 as presented
SECOND by COOK
MOTION CARRIED (all ayes, PERESS abstain, LUCYK absent)
- 5. Public comment:** None
- 6. Treasurer's report / approval of expenditures:**

The Library's Total Fund Balance has risen to \$1,102,441.82 as of June 30. This is about \$245,325 more than at the end of May, and is largely due to our finally receiving some \$204,142 in current tax revenue, plus the second \$100,000 pre-grant donation from our large donor. We also received nearly \$11,000 in grant revenue. The Huntington Bank cash pool of 271 now has a healthy positive balance, which also has the cashed-out balance from the mature CD S610 at 4Front. Fund Balance and Bank Balance are in fair agreement, with Bank Balance, from actual on-line data, stands at \$1,104,130. The second \$100,000 has been deposited with a new credit union, MSUFCU, at 2.5% annual interest.

We earned about \$680 interest from all our CD's in June. I have updated the "cheat sheet" of usernames and passwords, to file with the Director in case someone new needs to access the information in my absence.

The red ink in revenues is a bit misleading: penal fines haven't been posted to SBR currently, and we KNOW our YTD total, as reported by the County Treasurer is close to \$31,000, instead of the \$10800 shown (but is still lagging the amount targeted in our budget.). School Program revenues likewise have not been updated from last month so it probably is not the over-\$2000 amount you see. All in all, we seem to be in good shape on revenues.

In the Expenditures page, all the red ink shown is just against "target" YTD, and none of the line items have exceeded the annual amount budgeted. We've amended those line items that needed any extra, so spending is under good control.

MOTION by COOK to accept treasurer's report as presented

SECOND by MORAN

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

MOTION by MORAN to approve expenditures for July 2022 in the amount of \$8,284.90 as presented

SECOND by COOK

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

7. **Director's report:** Roberts, placed on file
8. **Friends of the Library report:** Gillooly: report placed on file; \$18,927.52 in savings, \$134,056.56 in new library building savings; upcoming fundraisers include trivia nights, book sale, wine party, garage sale, fine arts auction, and golf outing
9. **DDA report:** Cook: modern libraries in the news, CBS Sunday Morning program; coordinated master planning in process
10. **Fundraising working group:** Roberts: HKM report submitted
11. **Millage working group:** Roberts: materials distributed, preparations for August 20th consultant's visit in process
12. **Unfinished business:**
 - a. **Security cameras:** Roberts: TKS proposal submitted

- b. Staff, tuition assistance policy:** Peress and Roberts: 3rd draft being prepared for August board meeting
- c. Mileage for commissioner liaisons:** Discussion; tabled for August meeting
- d. Solomon Foundation:** Discussion; restricted to religious entities

13. New Business:

a. Budget amendment:

MOTION by COOK to approve Budget Amendment dated 27 July 2022, increases 271-790-933.000 (Technology) by \$660 and increases 271-790-630.000 (Donations) by \$660

SECOND by MORAN

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

- b. Library master plan:** Cook: Beckett & Raeder drafting proposal; Roberts reviewing library goals and objectives

14. Commissioner liaison report: Sweet updates: budgets and staff wages; county and village police dispatch issue; Camp Grayling expansion unpopular

15. Items for future agenda:

- a. Security cameras**
- b. Tuition assistance policy**
- c. Master plan**

16. Public comment: Moran: comment, annual penal fines (referring to communication from county treasurer) reflect a different fiscal year

Next meeting scheduled for: 23 August 2022 at 10:00am

17. Adjournment:

Respectfully submitted

John Roberts

Recording Secretary

