

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

**REGULAR MEETING DRAFT MINUTES | 23 AUGUST 2022 AT 10:00AM  
Held at the Kalkaska County Library**

**1. Call to order:** Needham at 10:00am

**2. Attendance:**

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

**Commissioner liaison:** J. Sweet

**Friends' liaison:** M.R. Gillooly

**Staff:** J. Roberts, J. Willis

**Public:** None

**3. Approval of agenda:**

**MOTION by COOK to approve agenda as presented**

**SECOND by LUCYK**

**MOTION CARRIED (all ayes, PERESS and MORAN abstain)**

**4. Approval of minutes:**

**MOTION by COOK to approve minutes of 26 July 2022 and of 20 August 2022 as presented**

**SECOND by LUCYK**

**MOTION CARRIED (all ayes, PERESS and MORAN abstain)**

**5. Public comment:** None

**6. Treasurer's report / approval of expenditures:**

Total Fund Balance at the close was \$1,148,040.21, which is up about \$45,600 from the previous month (which was also way up due to receipt of tax revenues). Huntington National cash pool 271 increased by about \$44,000. Total Fund Balance and Total Bank Balance are in good agreement, within \$500 or so.

We received \$5007 in penal fines, bringing total year to date to \$35,985.72 per the monthly totals reported by the County Treasurer. This is only about \$5000 off the expected pace for our annual budgeted amount. It is time to ask the accountants to transfer the YTD penal fines from the 271 fund balance to the 472 fund.

We earned another \$690.14 interest in July, bringing YTD to somewhere between \$4,600 and \$4,775.

The red ink in the expenditures all seem to be still within budgeted amounts, Technology, line 933 is the largest of these, but is mainly about the Railroad Square wireless project, where we both spent less and received less than budgeted. We are in pretty good shape on revenues, with the Federal Grant being the biggest shortfall, of just \$23,000 out of the \$40,000 we budgeted for.

Interest rates are improving, and we might be able to take advantage of a “New Money” rate at 4 Front, or the latest from Michigan CLASS. County Treasurer has reported that CLASS has a current liquid funds rate of 1.92%, slightly lower than 4Front new money rate, but instantly liquid. There is about \$217,000 cash on hand at HNB in our 271 pool. I estimate that we need about \$165,000 of that to finish out the year. This would allow us to move \$52,000 into an investment, and Michigan CLASS would be a very easy thing to do. If the Board agrees, I can offer a motion to make this happen.

**MOTION by LUCYK that the county treasurer be instructed to transfer \$52,000 from the Huntington Bank 271 Cash Pool (271-000-001.000) into the Michigan CLASS 271 fund (271-000-003.002), and to transfer \$30,000 from the Huntington Bank 472 Cash Pool (472-000-001.000) into the Michigan CLASS 472 fund (472-790-003.002), at her earliest convenience**

**SECOND by COOK**

**MOTION CARRIED (all ayes, PERESS and MORAN abstain)**

**MOTION by COOK to accept treasurer’s report as presented**

**SECOND by LUCYK**

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

**MOTION by LUCYK to approve expenditures for August 2022 in the amount of \$17,550.03 as presented**

**SECOND by COOK**

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

**7. Director’s report:** Placed on file

8. **Friends of the Library report:** Report placed on file; \$11,164.99 in savings, \$136,204.39 in new library building savings; upcoming fundraisers include trivia nights, Italian dinner and golf outing
9. **DDA Director report:** Trailhead project in process; plans for additional housing underway
10. **Fundraising working group:** HKM report submitted; federal earmark failed to progress out of senate appropriations committee; state earmark still in process
11. **Millage working group:** Special meeting held August 20<sup>th</sup>
12. **Unfinished business:**
  - a. **Security cameras:** Discussion; additional bid requests in process; county ARPA funds possibly applicable
  - b. **Staff, tuition assistance policy:**

**MOTION by LUCYK to adopt the tuition assistance policy, revised 1 August 2022, as presented**

**SECOND by COOK**

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

- c. **Mileage for commissioner liaisons:** Discussion; respectfully request Commissioner Sweet to submit mileage to appropriate county department

- d. **Library master plan:**

**MOTION by COOK to approve up to \$6,000 for fees associated with the Library's Master Plan**

**SECOND by LUCYK**

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

**13. New Business:**

**a. Budget amendment:**

**MOTION by COOK to approve Budget Amendment dated 24 August 2022, wherein to increase Books (740) by \$2,000, E-Collection (748) by \$3,800, and Cooperative Dues (827) by \$25, and to increase Grant Revenue (580) by \$5,800, and Donations (630) by \$25**

**SECOND by LUCYK**

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

**14. Commissioner liaison report:** Related recent motions passed by county commissioners, including: Log Lake baseball fields expansion; sale of recycling equipment, hire of secretary for prosecutor, updated website for job applications, October auction, and e-records for Register of Deeds; discussed Camp Grayling expansion and veteran death benefits

**15. Items for future agenda:**

**a. Security cameras**

**b. Master plan**

**16. Public comment:** None

**Next meeting scheduled for: 27 September 2022 at 10:00am**

**17. Adjournment:** 11:11am

**Respectfully submitted**

**John Roberts**

**Recording Secretary**