

**KALKASKA COUNTY LIBRARY | 247 S. CEDAR STREET, KALKASKA, MI 49646  
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**REGULAR MEETING DRAFT MINUTES | 27 SEPTEMBER 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, 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 COOK to approve agenda as presented**

**SECOND by MORAN**

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

**4. Approval of minutes:**

**MOTION by COOK to approve minutes of 23 August 2022 as presented**

**SECOND by MORAN**

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

**5. Public comment:** None

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

As of August 31<sup>st</sup>, Library total fund balance is \$1,127,066.53, which is about \$22,000 less than the previous month. Note that the total BANK balance is about \$10,000 higher than the fund balance, and the difference seems to be due to the "Accounts Payable Now" item on the balance sheet from the Standard Budget Report balance page. This is due to bills that were submitted in August but not paid until September.

Note that we have balances in our Michigan CLASS accounts now, which earned almost \$35 interest just since deposited. We earned about \$900 in interest last month, as our new CD at

MSUFCU made over \$200 and we got the higher rate by putting money into those CLASS accounts from HNB. Our 271 accounts have earned \$524 YTD.

Penal fines for August were \$10,292.05. This brings our YTD total to \$46,277, which is close to target. (SBR has not been posted yet.) We still need to get that non-tax money transferred from 271 to 472.

It looks like we are going to need to amend and increase our B/G Maintenance line, but the overage in the Technology line has already been adjusted for as long as no more is spent this year.

Federal Grant Revenue looks to finish up short by about \$6,500. There appears to be a lot of shortfall of revenues, but we trust the School program revenues and reimbursements will eventually catch up, and the penal fines are \$10,000 better than SBR shows. Our revenues budget does depend on appropriating nearly \$59,000 of our fund balance, but we hope to reduce that amount as much as possible through reductions in expenses.

**MOTION by LUCYK to accept treasurer's report as presented**

**SECOND by COOK**

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

**MOTION by MORAN to approve expenditures for September 2022 in the amount of \$15,687.25 as presented**

**SECOND by COOK**

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

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

**8. Friends of the Library report:** Report placed on file; \$11,164.99 in savings, \$137,889.39 in new library building savings; upcoming fundraisers include trivia nights, Christmas Cookie Sale, Christmas Basket Silent Auction

**9. DDA Director report:** Several projects in process; trailhead, Village parks and housing within the Village

**10. Fundraising working group:** HKM report submitted; state earmark still in process

**11. Millage working group:** Discussion; T. Stobert will chair Yes Committee

**12. Unfinished business:**

- a. **Security cameras:** Discussion; additional bid requests in process; Lucyk to assist
- b. **Library master plan:** Cook and Roberts report; cooperative input session in process

**13. New Business:**

- a. **2023 budget:** Discussion:

**MOTION by MORAN to approve the 2023 budget as amended, and to submit to the county accountant**

**SECOND by LUCYK**

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

- b. **Safety drill, Sheriff's Dept. report:** Discussion: Roberts will research possible grant funding opportunities

- c. **Budget amendment:**

**MOTION by MORAN to approve Budget Amendment dated 27 September 2022, submitted to clerk 30 September 2022, wherein to increase Technology (933) by \$7,200, and to increase Grant Revenue (580) by \$7,200**

**SECOND by COOK**

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

- d. **Trustee application:**

**MOTION by LUCYK for Director Roberts to draft letter of recommendation for R. Wesley to be appointed as a library trustee**

**SECOND by MORAN**

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

- 14. Commissioner liaison report:** Resignation of maintenance supervisor, post for same; ARPA funds distribution; fitness plan

**15. Items for future agenda:**

- a. Bylaws review

**16. Public comment:** H. Wales: youth homeless community discovered within county,  
any information please share with Village officials

**Next meeting scheduled for: 25 October 2022 at 10:00am**

**17. Adjournment:** 11:29am

**Respectfully submitted**

**John Roberts**

**Recording Secretary**