

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

**REGULAR MEETING APPROVED MINUTES | 24 JANUARY 2023 AT 10:00AM
Held at the Kalkaska County Library**

- 1. Call to order:** Needham at 10:01am
- 2. Election of 2023 trustee officers:**

MOTION by COOK to approve a duplicate slate of 2022 officers for 2023
SECOND by MORAN
MOTION CARRIED (all ayes, LUCYK absent)

- 3. Attendance:**

Trustees: D. Needham, R. Lucyk (absent), M. Moran, C. Cook, R. Wesley

Commissioner liaison: J. Sweet

Friends' liaison: M.R. Gillooly

Staff: J. Roberts, J. Willis

Public: None

- 4. Approval of agenda:**

MOTION by WESLEY to approve agenda as presented
SECOND by COOK
MOTION CARRIED (all ayes, LUCYK absent)

- 5. Approval of minutes:**

MOTION by COOK to approve minutes of 20 December 2022 as amended [page 4, meeting scheduled for 24 January 2023]
SECOND by MORAN
MOTION CARRIED (all ayes, LUCYK absent)

- 6. Public comment:** None

7. Treasurer's report / approval of expenditures:

Here at year end is always a hard time to get a handle on where things stand. I trust the figures from our on-line sources, which report our total Bank Balance as \$1,060,697.68. Total Fund Balance was determined by running the BS & A software ourselves rather than waiting for the County to provide it, and it was \$1,045,130, which agrees pretty well, when figuring in the payables, accruals, deferreds, etc of \$13,751.

That total fund balance is about \$34,000 less than at the end of November. We earned about \$1565 interest in December. Brings YTD total to \$10,645.21 Penal fines for December were \$3,096 which brought total YTD to \$65,542.77, and the full amount has been transferred from the 271 fund balance into the 472 fund balance.

The various cash outs and fund transfers voted on last month did not actually happen until early January, so the numbers seen in the Banking report don't reflect any of those. Just as a reminder, S601, S608 and S606 will all disappear, and the negative balance in HNB 471 will become positive, as we see big increases in the Michigan CLASS accounts. Interest rates in CLASS are nearing 4%, so we made good changes. (Update: as of 1/23/23, CLASS amounts were 271--\$154,507; 471--\$81,172; 472--\$187,136, for total \$422,815.73)

I believe it is proper to say that we spent \$33,400 less than budgeted, which is good, because we had significant revenue shortfall too. At this writing, we were unable to get full information from the BS & A reports to complete the Revenues part of the R & E worksheets. Note that the shortfall between School Program Purchases and School Program Expenditures, though they don't match, were partially paid by Grants that were awarded to the Library for that purpose.

MOTION by WESLEY to accept treasurer's report as presented

SECOND by COOK

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

MOTION by COOK to approve remaining expenditures for December 2022 in the amount of \$9,959.79, and January expenditures in the amount of \$13,913.88, as presented

SECOND by WESLEY

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

- 8. Director's report:** Placed on file
- 9. Friends of the Library report:** Oral report by Gillooly; trivia nights returning in spring
- 10. DDA Director report:** Number of projects in process; Railroad Square sale to Village; designation of Railroad Square as a park in process
- 11. Millage working group:** Ballot language to be submitted to trustees for consideration in February
- 12. Fundraising working group:** HKM report submitted; proposed \$6 million project documents in process, expected to be complete in February

13. Unfinished business:

- a. Security cameras:** Director will research funding for an overall safety and security grant

MOTION by WESLEY to accept TKS proposal as accepted

SECOND by MORAN

MOTION RESCINDED by WESLEY

- b. Library master plan:** In process; updated language expected in February
- c. Lucyk term reappointment:** County commissioners re-appointed Lucyk to a further 5-year term

14. New Business:

- a. 2023 meeting schedule:** Discussed and agreed upon by trustees
- b. FY 2022/2023 (calendar year 2021) state aid report:** In process; deadline to submit is 31 January 2023

- 15. Commissioner liaison report:** Sweet will continue as library liaison; trustees express appreciation for Commissioner Sweet's regular attendance and valuable input

16. Items for future agenda:

- a. None submitted**

17. Public comment: None

Next meeting scheduled for: 28 February 2023 at 10:00am

18. Adjournment: 11:15am

**Respectfully Submitted,
Jadyn Willis
Recording Secretary**