

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

**REGULAR MEETING APPROVED MINUTES | 27 June 2023 AT 10:00AM  
Held at the Kalkaska County Library**

**1. Call to order:** Needham at 10:01am

**2. Attendance:**

**Trustees:** D. Needham, R. Lucyk, M. Moran, C. Cook, R. Wesley

**Commissioner liaison:** J. Sweet [arrived at 10:14am]

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

**Staff:** J. Roberts, D. Payne

**Public:** None

**3. Approval of agenda:**

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

**SECOND by LUCYK**

**MOTION CARRIED (5 / 0)**

**4. Approval of minutes:**

**MOTION by WESLEY to approve minutes of 23 May 2023 and of 9 June 2023 as presented**

**SECOND by COOK**

**MOTION CARRIED (5 / 0)**

**5. Public comment:** None

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

As of the end of May, 2023, our Total Fund Balance was \$967,669.29, a decrease of about \$11,825 from the end of April. The total Bank Balance was slightly higher, at \$982,193, down by about \$11,190.

Looking at the Banking report sheet, we now have an account set up for holding the Kellogg pre-grant gifts in Michigan CLASS. There has been another \$100,000 given to

us by the Kellogg Foundation after the books were closed in May, but it has already earned us \$200 interest as of today.

We now show a deficit of \$86,665 in our 271 account at Huntington National Bank. This grew by about \$12,500 during May. This will be taken care of when we receive our current tax revenue for this year, which we expect to be around \$231,143, often paid in June of the current year.

Penal fines continue their lagging pace, with just \$4,333 taken in in May, for a total YTD of \$23,750. Your copy of the Standard Budget Report shows only \$11,617 because several months have gone by without someone entering the numbers in the software program. So, against a target penal fines revenue of \$29,166, they lag, but not as bad as it looks.

Expenditures are in good shape, running a YTD \$37,328 less than targeted, even though many line items are "spent ahead". Expenses are well managed.

Back to interest: We've earned a total of \$12,080.13 through May, a surprising amount, after several years of low interest investments in CD's, largely due to our move into Michigan CLASS. We are making about \$2,700 a month and could be earning even more. I recommend the option of combining all the Kellogg Pre-Grant Gifts in the CLASS account we have set up, which will improve the interest rate on the current investments of those funds from 1.2% and 2.51% to like 5.2%. As we discussed last month, we have permission from the Foundation to do this under the terms of the agreement.

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

**SECOND by WESLEY**

**MOTION CARRIED by roll call (5 / 0)**

**MOTION by MORAN that we instruct the County Treasurer to withdraw the funds from the MSU Federal Credit Union accounts and the 4Front Credit Union Special Pre-Grant S611 CD, paying any early-withdrawal penalties, and to deposit them into the Michigan CLASS sub-account MI 01-0577-0004, "472 Pre-Grant Gifts" at her earliest convenience**

**SECOND by LUCYK**

**MOTION CARRIED by roll call (5 / 0)**

**MOTION by WESLEY to approve expenditures for June 2023 in the amount of \$20,253.70 as presented**

**SECOND by MORAN**

**MOTION CARRIED by roll call (5 / 0)**

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

**8. Friends of the Library report:** Placed on file

**9. DDA Director report:** MEDC RAP application in process, deadline of June 30<sup>th</sup>

**10. Millage working group:**

- a. Discussion: resolution language continues to be amended; tabled for July meeting

**11. Fundraising working group:**

**MOTION by COOK that the Board authorize up to \$325,000 toward the MEDC RAP 2.0 grant, of which Director Roberts is authorized to seek Kellogg Foundation permission to use \$50,000 in existing Kellogg Foundation funds for a grant match contribution**

**SECOND by LUCYK**

**MOTION CARRIED by roll call (5 / 0)**

**12. Unfinished business:**

- a. **Security cameras:** Discussion; \$10,000 in donated revenue from FAFCU and GFL to offset, in part, installation costs

**MOTION by LUCYK to accept TKS proposal and install security cameras**

**SECOND by COOK**

**MOTION CARRIED by roll call (5 / 0)**

- b. **Library master plan:** Tabled for July 2023

**13. New Business:**

- a. **Tuition reimbursement, J. Velez:** Recommended for consideration in 2024 budget

**14. Commissioner liaison report:** Kaliseum lighting, Sheriff's Dept. dispatch funding

**15. Items for future agenda:**

- a. None

**16. Public comment:** None

**Next meeting scheduled for:** 25 July 2023 at 10:00am

**17. Adjournment:** 11:12am

**Respectfully Submitted,  
Debra Payne  
Recording Secretary**