

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

**REGULAR MEETING DRAFT 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 30th

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**