

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

**REGULAR MEETING DRAFT MINUTES | 22 August 2023 AT 10:00AM  
Held at the Kalkaska County Library**

**1. Call to order:** Needham at 10:02am

**2. Attendance:**

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

**Commissioner liaison:** J. Sweet

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

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

**Public:** C. Lirones-Flayer

**3. Approval of agenda:**

**MOTION by WESLEY to approve agenda as amended [addition of 12b: update on township libraries]**

**SECOND by COOK**

**MOTION CARRIED (all ayes)**

**4. Approval of minutes:**

**MOTION by MORAN to approve minutes of 25 July 2023 as presented**

**SECOND by LUCYK**

**MOTION CARRIED (all ayes)**

**5. Public comment:** None

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

Total Fund Balance at the end of July was \$1,243,587.86, an increase of \$208,685. The total bank balance increased by \$95,571 and was in good agreement with the fund balance. This large increase is because the current tax revenue for the year has been credited to the account. Tax revenue looks like it will have a shortfall of over \$20,000 this year.

The library earned \$3,321 interest in July, bringing total interest year-to-date to \$18,182.53.

Penal fines reported in the Standard Budget Report are a bit higher than the total reported to us by the County Treasurer's office, by about \$4,000. This is probably due to confusion over the amount that comes from the Clerk's office once a year. The significant fact is that the fines are running fairly close to target for the year, which would be about \$40,000 to-date.

Expenditures in the 271 account are being controlled reasonably well, without having to amend the budget.

The Director has reported that all expenditures to-date have reconciled with the county reports.

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

**SECOND by WESLEY**

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

**MOTION by MORAN to approve expenditures for August 2023 in the amount of \$35,418.37 as presented**

**SECOND by COOK**

**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:** Efforts underway for planning grant to study reducing Cedar Street traffic; long-term project also called "road diet"

**10. Millage working group:** Counsel submits draft to board for consideration; campaign talking points and timeline under discussion

**11. Fundraising working group:** Results of MEDC RAP 2.0 Grant expected in September

**12. Unfinished business:**

**a. Library master plan:** Final draft expected in late August, early September

**b. Township libraries:** Results of Community Funds Grant expected soon; preparations to launch services in October 2023 in process

**13. New Business:**

**a. None**

**14. Commissioner liaison report:** Interviews for administrator position slated for August 24<sup>th</sup>

**15. Items for future agenda:**

**a. None**

**16. Public comment:** None

**Next meeting scheduled for:** 26 September 2023 at 10:00am

**17. Adjournment:** 11:02am

**Respectfully Submitted,  
Debra Payne  
Recording Secretary**