Kalkaska County Library | 247 S. Cedar Street, Kalkaska, MI 49646
(231) 258-9411 | info@kalkaskalibrary.org

Approved

Regular Meeting Draft Minutes | 24 February 2026
Held at the Kalkaska County Library

1. Call to order: Lucyk at 10:08 a.m.

2. Attendance:

   Trustees: D. Needham – present from 10:40 a.m., R. Lucyk, C. Cook, R. Wesley, R. Heitmeyer – absent from 10:30 a.m. to adjournment
   Commissioner liaison: J. Sieting – absent
   Friends' Liaison: M.R. Gillooly
   Staff: J. Roberts, J. Velez
   Public: None

3. Approval of agenda:

   MOTION by WESLEY to approve the agenda as presented
   SECOND by COOK
   MOTION CARRIED - all ayes (4 / 0)

4. Approval of minutes:

   MOTION by COOK to approve the minutes of the 27 January 2026 annual meeting as presented
   SECOND by HEITMEYER
   MOTION CARRIED - all ayes (4 / 0)

5. Public comment: None

6. Treasurer's report / approval of expenditures:

   We paid our annual service fee to TADL this month ($20,500) which skews our monthly spending high. January penal fines are predictably disappointing, but we've budgeted accordingly. Please bear in mind our overall goal this year is to

pick away at discretionary spending close to or even slightly more than $30,815, the figure we've estimated appropriating from fund balance.

MOTION by COOK to rescind the motions below as presented
SECOND by WESLEY
MOTION CARRIED by roll call — all ayes (4 / 0)

[December 2024 minutes] MOTION by COOK to authorize the director to open share accounts at all local credit unions
SECOND by WESLEY
MOTION CARRIED (5 / 0)

[February 2025 minutes] MOTION by COOK to purchase a $2,000.00, 60 month share certificate of deposit from 4Front Credit Union, and a $2,000.00, 60 month share certificate of deposit from Forest Area Federal Credit Union, funds to be transferred from MI CLASS 271 OPERATIONS INVESTMENTS (MI-01-0577-0001)
SECOND by WESLEY
MOTION CARRIED by roll call — all ayes (5 / 0)

The treasurer submits the motions below for consideration:

MOTION by COOK to direct the county treasurer, at her earliest convenience, to transfer the share balance from MI CLASS 471 EXISTING BUILDING FUND (MI-01-0577-0002) to MI CLASS 472 NEW LIBRARY CONSTRUCTION FUND (MI-01-0577-0003)
SECOND by WESLEY
MOTION CARRIED by roll call — all ayes (4 / 0)

MOTION by COOK to direct the county treasurer, at her earliest convenience, to purchase a $2,000.00 certificate of deposit from 4Front Credit Union, and a $2,000.00 certificate of deposit from Forest Area Federal Credit Union, the most advantageous term and annual percentage yield to be determined by the library treasurer
SECOND by WESLEY
MOTION CARRIED by roll call — all ayes (4 / 0)

MOTION by COOK to approve the treasurer's report as presented
SECOND by WESLEY
MOTION CARRIED by roll call — all ayes (4 / 0)

MOTION by HEITMEYER to approve expenditures for February 2026 in the amount of $31,928.48 as presented
SECOND by COOK
MOTION CARRIED by roll call — all ayes (4 / 0)

7. Director's report: Placed on file

MOTION by WESLEY to close the library Friday, July 3rd, in observance of Independence Day
SECOND by COOK
MOTION CARRIED - all ayes (3 / 0)

8. Friends of the Library report: Total assets: $14,688.31, new library accounts: $452,781.26, next meeting will be March 24th, 4:00 p.m., at the library

9. DDA report: Build Grant for expanded freight rail system, and lift station project, both in process

10. New building committee: Assisted by Blue | Orange Consulting; existing building assessment scheduled for March 4th

11. Commissioner liaison report: No report

12. Unfinished business:

    a. Circ. desk safety upgrade: Project is nearly complete

    b. Bylaws review: tabled for review in March

13. New business:
    a. None

14. Items for future agenda:
    a. Bylaws review

15. Public comment:
    Needham: Trout Festival is seeking golf cart shuttle driving volunteers, must be 18 years old and have a driver's license; Wild Game Dinner this Sunday at Trout Town to benefit the baby pantry
    Cook: Community Foundation annual luncheon, April 21st, 11:30 p.m., Railroad Square

Next meeting scheduled for: Tuesday, March 24th, 2026, at 10:00 a.m.

16. Adjournment: 10:51 a.m.

MOTION by WESLEY to adjourn
SECOND by COOK
MOTION CARRIED - all ayes (4 / 0)

Respectfully Submitted,
Jackie Velez, Recording Secretary