

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

Regular Meeting Draft Minutes | 28 May 2024
Held at the Kalkaska County Library

1. Call to order: Lucyk at 10:00am

2. Attendance:

Trustees: D. Needham [absent], R. Lucyk, M. Moran, C. Cook, R. Wesley

Commissioner liaison: J. Sweet [absent]

Friends' Liaison: M.R. Gillooly

Staff: J. Roberts, D. Payne

Public: C. Lirones-Flayer

3. Approval of agenda:

MOTION by WESLEY to approve the agenda as amended [item 4b – 30 April regular meeting]

SECOND by MORAN

MOTION CARRIED - all ayes (4 / 0 Needham absent)

4. Approval of minutes:

MOTION by COOK to approve the minutes of the 22 March 2024 special meeting as presented

SECOND by WESLEY

MOTION CARRIED - all ayes (4 / 0 Needham absent)

MOTION by COOK to approve the minutes of the 30 April 2024 regular meeting as presented

SECOND by WESLEY

MOTION CARRIED - all ayes (4 / 0 Needham absent)

5. Public comment: C. Lirones-Flayer, library millage-related remark, numerous county departments will be on the ballot

6. Treasurer's report / approval of expenditures:

As of the end of April, Library total Fund balance stood at \$1,381,629.43, which is \$194,270 HIGHER than at the end of March. This is because our accounts were credited with \$213,760 Current Tax revenue. Total Bank balance was at \$1,439,467.86, \$58,000 higher than Fund Balance, as is often the case because of delays in accounting in some of the numbers coming from the Standard Budget Report. The influx of tax revenue has brought the HNB cash pool back into the black, at least for the next few months.

Penal fines for the month of April were \$5,884, for YTD total of \$25,983.70. This is about \$3000 ahead of pace for our annual budget. Our investments earned \$5396.75 in April, for \$22,271.85 so far this year.

Note that the packet has included the page in our Master Data Entry which details how much remains in many of the line items in our budget. Since we have completed 1/3rd of the year, we would expect about 66% of the budget to remain. Many of our line items are showing less than that amount remaining, (i.e. Books, State Aid Purchases, E-collection, Contractual Services, Programs, and Utilities/Gas) so we are depending on our Director to bring these under control as the year progresses. (Some line items are not tracked by this tool. Salary and Wage, for instance, is in the Standard Budget Report, and shows that about 33% of the budget has been USED, so it is right on target.)

We are having to do a budget amendment to cover an expense item not previously planned for: Bank Service Fees. We finally figured out that this is the penalty of lost interest for early cashing in of the CD at 4 Front, which we closed to move into higher interest Michigan CLASS account.

It amounts to \$844, three months of interest, but we never had to deal with that item before, and maybe won't have to ever again. (To make the point of the advantage of making this move, at the higher rate offered by CLASS, the amount we moved is now earning something like \$1350 per month.)

MOTION by WESLEY to accept treasurer's report as presented

SECOND by COOK

MOTION CARRIED by roll call (4 / 0 Needham absent)

MOTION by MORAN to approve expenditures for May 2024 in the amount of \$20,150.78 as presented
SECOND by WESLEY
MOTION CARRIED by roll call (4 / 0 Needham absent)

a. Budget amendment

MOTION by WESLEY to approve budget amendment dated 28 May 2024, wherein expenditure line 472-790-890.000 (Bank Service Fees) is increased by \$844.50 and expense account 472-790-977.000 (Capital Outlay) is decreased by \$844.50
SECOND by MORAN
MOTION CARRIED by roll call (4 / 0 Needham absent)

7. Director's report: Placed on file
8. Friends of the Library report: Placed on file
9. DDA report: Walkability Action Institute conducted evaluation of Cedar Street; received \$50,000 planning grant; MDOT involved in planning; public input sessions to be scheduled
10. Fundraising working group: Legislative earmark being advanced by Rep. Roth; Senators Hiotenga and Bumstead aware of project
11. Millage working group: "Yes" campaign planned for millage renewal
12. Unfinished business:
 - a. None
13. New Business:
 - a. None
14. Commissioner liaison report: No report

15. Items for future agenda:

a. None

16. Public comment: None

Next meeting scheduled for Wednesday, 26 June 2024 at 10:00am

17. Adjournment: Lucyk at 10:56am

Respectfully Submitted,
Debra Payne
Recording Secretary