

**Kalkaska County Library | 247 S. Cedar Street, Kalkaska, MI 49646**

**(231) 258-9411 | info@kalkaskalibrary.org**

**Regular Meeting Draft Minutes | 24 September 2024**

**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

Friends' Liaison: M.R. Gillooly

Staff: J. Roberts, D. Payne

Public: None

3. Approval of agenda:

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

**SECOND by WESLEY**

**MOTION CARRIED - all ayes (4 / 0 – Lucyk arrived at 10:05)**

4. Approval of minutes:

**MOTION by COOK to approve the minutes of the 27 August 2024 regular meeting as presented**

**SECOND by MORAN**

**MOTION CARRIED - all ayes (5 / 0)**

5. Public comment: None

6. Treasurer's report / approval of expenditures:

As of the end of August, the Total Fund Balance for the Library is \$1,334,325.82, down just \$3,808.77 from the previous month. Total Bank Balance at that point is apparently still over \$51,000 MORE than that, standing at \$1,386,080.56. Still cannot explain this discrepancy. 271 Revenues for August were \$30,879.81, (\$382,099.51 YTD) and Expenditures were \$52,250.07, (\$356,622.46 YTD).

Penal Fines YTD have reached \$66,355.70, which agrees with the running total based on the transmittal report from Circuit Court. Note that the \$200 per month for the Law Library does not need to be subtracted from the total shown for the Library.)

We earned a total of \$6,069.29 interest in August on our one CD at 4Front, and 4 accounts in Michigan CLASS, for a YTD total of \$46,096.38. These amounts come from online sources and are calculated separately.

I am very pleased with the way the financial spreadsheets are working to help the Director manage the budget, particularly our "Blarney Stone" program, which tracks total expenditures in each line item and gives him a total remaining in the annual budget. It shows that all lines are on track for the year and gives him a way to explain the plan for the remaining spending.

Everything looks to be on-track at this point! Good Work!

**MOTION by COOK to cash out 4Front CU CD 472-790-003.350 and redistribute into new CDs, 50% of the proceeds at 4Front CU and 50% at Forest Area Credit Union**

**SECOND by LUCYK**

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

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

**SECOND by COOK**

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

**MOTION by MORAN to approve expenditures for September 2024 in the amount of \$8,077.16 as presented**

**SECOND by LUCYK**

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

a. 471 budget:

**MOTION by LUCYK to direct the county treasurer to transfer funds from MI CLASS MI-01-0577-0002 (471-790-003.500) to Pooled Checking (471-790-001.000) in order to rectify the negative account balance**

**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; savings \$11,711.68, new library savings \$198,329.21; September's golf outing raised \$10,427.09
9. DDA report: Progress being made on trailhead, attended Michigan Rail Conference (trans-modal facility), strong support from this group for planning grant

10. Fundraising working group: Donor meeting in September, possible grant for PR, scope of project under review

11. Unfinished business:

a. 2025 budget + Attachment A

**MOTION by COOK to approve the 2025 Budget and Attachment A as presented**

**SECOND by WESLEY**

**MOTION CARRIED by roll call (4 / 1, MORAN Nay)**

12. New business:

a. None

13. Commissioner liaison report: County budget workshops begin in September

14. Items for future agenda:

a. Attachment A discussion

b. 471 transfer

15. Public comment: M.R. Gillooly, Academea Club silent auction, October 19<sup>th</sup>

Next meeting scheduled for Tuesday, 22 October 2024 at 10:00am

16. Adjournment: 11:35am

Respectfully Submitted,

Debra Payne

Recording Secretary