

Henika District Library  
Meeting Minutes

Henika District Library  
Finance Committee Meeting  
July 24, 2023 at 4:00 pm

**Members Present:** Meghan Augustin (ex officio), Jacqui Kuhn, Gary Marsh, Maria Musgrave

**Members Absent:** None

**Staff Present:** Cierra Bakovka – Director

**Guests:** None

- I. Call to Order: Meeting called to order at 4:07 pm by Marsh.
- II. Approval of Agenda motioned by Kuhn and seconded by Marsh. All yes, motion passed.
- III. Approval of June 15, 2023 Finance Committee Meeting Minutes motioned by Augustin and seconded by Kuhn. All yes, motion passed.
- IV. Unfinished Business - no unfinished business.
- V. New Business
  - a. Draft 2024 Budget
    - i. Bakovka presented the draft budget for fiscal year 2024 and provided a walkthrough of each budget line item. Discussion ensued.
    - ii. The millage rate will remain the same for 2024, but the City and Township contributions are budgeted to increase based on the numbers available from the Allegan County equalization reports. Interest income is budgeted to increase based on higher interest rates from the bank. A line item has been added for tracking non-resident fees rather than continuing to include these fees in the fines line item, and the grants line item will remain on the budget. Employee benefits are budgeted to be higher than in previous years due to costs associated with an employee choosing family coverage. The committee noted the decrease in budget for memberships and training, but after discussion of potential options to increase this line item the committee agreed it would be best to keep it as presented and reassess as needed in 2024.
    - iii. Approval of the Henika District Library Budget FY 2024 Draft as the committee's recommendation to the board motioned by Marsh

and seconded by Augustin. A roll call vote was conducted. All yes, motion passed.

1. Musgrave YES
2. Kuhn YES
3. Marsh YES

VI. Around the Table

- a. Musgrave appreciates the discussion and recommendations.
- b. Bakovka reminded the group she will be on vacation next week, returning the day of the board meeting. Bakovka appreciates the committee's support.
- c. Augustin emphasized the importance of looking at and discussing the draft budget, as it is the main job of the Finance Committee. Augustin reminded the group that the annual budget hearing will be at 6pm on August 8 and inquired about whether another committee meeting needs to be scheduled; Bakovka does not think it is necessary to schedule the next committee meeting yet.
- d. Kuhn thanked the group for the thorough discussion and gave kudos to Bakovka on her growth and for preparing a well thought out budget.
- e. Marsh would like to just "let it flow" and use the twelve opportunities we have each year to assess and adjust numbers as needed.

VII. Adjournment of the meeting motioned by Marsh and seconded by Kuhn. Meeting adjourned at 5:11 pm.