

Henika District Library  
Meeting Minutes

Henika District Library  
Finance Committee Meeting  
August 30, 2023 at 1:45 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 1:48 pm by Marsh.
- II. Approval of Agenda motioned by Augustin and seconded by Kuhn. All yes, motion passed.
- III. Approval of July 24, 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. Explore Funding Options for Building Project – Bakovka shared updates on the progress of the Building Committee and the need for the Finance Committee to assist by exploring options for funding future growth. Bakovka shared that the owner of the current Metro building plans to lease the building rather than sell. Bakovka anticipates the building project will likely cost about 4 million dollars. We currently have about \$750,000 in savings.
    - i. Grants
      1. Bakovka is currently working on the application for the Community Center Grant.
      2. Kuhn to research additional opportunities for grants as a potential funding source.
    - ii. USDA Loan
      1. The USDA loan is a government assured loan for public bodies in rural areas. The interest rate is about 3% for a 40-year period and bond counsel would be required. An environmental review. Bakovka has started the pre-application process and is working on submitting preliminary information before beginning the official

application. Bakovka is also working on obtaining letters of support from local businesses and community members.

2. Bakovka to continue researching the USDA loan as a potential funding source.
- iii. Millage
  1. Musgrave to research millage as a potential funding source.
- iv. Bank Loan
  1. Marsh met with Tim Tyler, loan officer for United Bank, to learn more about bank loans as a potential funding option. Obtaining a bank loan would require architectural plans to be submitted as part of the approval process. A flood zone certificate, service fee, closing fee, and mortgage policy would also be required. The current rates are around 7.25% to 8.5% for a 20 year loan.
- v. Fundraising Campaign (Large Donors)
  1. Marsh to research fundraising campaigns as a potential funding source.

VI. Around the Table

- a. Bakvoka is still working on the grant application.
- b. All present agreed to meet again on September 27 at 1:45 pm.

VII. Adjournment of the meeting motioned by Augustin and seconded by Kuhn. Meeting adjourned at 2:48 pm.