

Henika District Library  
Meeting Minutes

Henika District Library  
Finance Committee Meeting  
July 25, 2025 at 10:00 am

**Members Present:** Meghan Augustin (ex officio), Jacqui Kuhn, Danielle Simmons

**Members Absent:** None

**Staff Present:** Cierra Bakovka – Director

**Guests:** None

- I. Call to Order: Meeting called to order at 10:08 am by Simmons.
- II. Approval of Agenda with correction of previous meeting date motioned by Augustin and seconded by Kuhn. All yes, motion passed.
- III. Approval of June 17, 2025 Finance Committee Meeting Minutes motioned by Simmons and seconded by Augustin. All yes, motion passed.
- IV. Unfinished Business
  - a. Explore Funding Options for Building Project
    - i. Grants
      1. No update provided.
    - ii. USDA Loan
      1. Bakovka reached out to Lakeland directors to inquire about their experiences with various funding options and received several responses via email and voicemail; the general experience of other directors was that the USDA loan process was not their recommendation. There are more up-front costs and likely more maintenance costs associated with the USDA loan compared to a bond campaign. Bakovka offered to invite Joe Gross to a meeting to discuss his experience with a bond process as the board further considers funding options. Discussion ensued.
      2. Recommendation to the board to pursue a bond campaign as the primary funding source for the expansion project motioned by Kuhn and seconded by Simmons. All yes, motion approved.
    - iii. Millage
      1. The committee discussed the necessity of a millage as a funding source whether pursuing the USDA loan option or a bond option.

iv. Large Donors/Memorials

1. Bakovka attended a creative capital funding session at ALA, but the panel did not have helpful suggestions. There was another session with more helpful advice on sharing success so donors will listen.

V. New Business

i. 2025 Budget Amendment Draft #3

1. Bakovka presented a draft budget amendment for 2025 and reviewed each line item of the budget with proposed changes along with supporting information.
2. Recommendation of F/Y 2025 Budget Amendment #3 as presented pending additional income motioned by Kuhn and seconded by Simmons. All yes, motion passed.

VI. Around the Table

- a. Kuhn will be out of town with little access to phone and email from August 2-8, so responses will be delayed during that time.
- b. Bakovka has been having car issues and is in full swing of wedding preparations. Planning to do another library experience survey in the fall.
- c. Augustin is excited for summer reading wrap-up.
- d. Simmons had nothing to add.

VII. Adjournment of the meeting motioned by Simmons and seconded by Augustin. Meeting adjourned at 11:28 am.