

Henika District Library
Meeting Minutes

Henika District Library
Finance Committee Meeting
January 21, 2024 at 1:45 pm

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

Members Absent: Maria Musgrave

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 November 29, 2023 Finance Committee Meeting Minutes motioned by Augustin and seconded by Kuhn. All yes, motion passed.
- IV. Unfinished Business
 - a. Explore Funding Options for Building Project
 - i. Triangle cost update
 1. Triangle has provided two options with associated rough costs of approximately 4.4 million and 4.1 million, with the first option removing the existing expansion. Both options would result in a total square footage of approximately 10,000 square feet and would take approximately ten months to complete. The building committee has asked Triangle to generate a third option that preserves some of the green space.
 - ii. Grants
 1. We were not awarded the Community Center Grant. The state hopes to do another round if funds become available.
 2. As discussed at the previous board meeting, Bakovka is applying for a risk reduction grant through our insurance carrier.
 3. Kuhn was not able to find any additional opportunities for grants as a potential funding source since the last meeting.
 - iii. USDA Loan
 1. Bakovka shared the project description she wrote for the pre-application package for the USDA loan. The interest rate for this program is 3.875% for 30 or 40 years. We will

need additional funding sources to ensure the loan payments are within budget.

- iv. Millage
 1. Musgrave is assigned to research millage as a potential funding source. No update provided due to absence.
- v. Bank Loan
 1. Bank loans are not a viable option due to interest rates in the 7.25-8.5% range or higher.
- vi. Fundraising Campaign (Large Donors)
 1. Bakovka to reach out to Brienne at Triangle for fundraising resources.
 2. The group brainstormed potential donors or potential partners for fundraising events: Bonnie Miller, Gun Lake Tribe, Wayland Chamber of Commerce, Meijer, DeVos, Hardings, Ed Koehn Ford, Perrigo, and Stryker.

V. New Business

- a. Review Employee Benefits
 - i. MERS
 1. The rate is set by the plan administrators based on a variety of factors including the performance of the market. The rate for 2024 is 14.01%.
 - ii. Medical, Dental, STD/LTD
 1. The current costs of medical, dental, and STD/LTD were reviewed, as well as the current benefits policy. The policy states that Henika provides employer-funded medical and dental to employees and their families. Our current benefits package matches our current benefits policy, so no changes are needed currently.

VI. Around the Table

- a. Marsh feels we are at a critical point where previous attempts at expansion have failed and is hoping we can avoid that this time. Marsh appreciates the earnestness of the staff to achieve goals.
- b. Bakovka appreciated the good meeting and is trying to stay positive.
- c. Augustin thinks we have made good progress so far and reminded the group that we can keep tapping into Triangle's expertise to assist us with things like fundraising.
- d. Kuhn is a little intimidated by the task but hopeful that we can fund the expansion.

VII. Adjournment of the meeting motioned by Augustin and seconded by Kuhn. Meeting adjourned at 3:05 pm.