

Henika District Library
Meeting Minutes

Henika District Library
Finance Committee Meeting
July 31, 2024 at 1:00 pm

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

Members Absent: None

Staff Present: Cierra Bakovka – Director

Guests: None

- I. Call to Order: Meeting called to order at 1:05 pm by Simmons.
- II. Approval of Agenda motioned by Augustin and seconded by Kuhn. All yes, motion passed.
- III. Approval of July 17, 2024 Finance Committee Meeting Minutes motioned by Augustin and seconded by Simmons. All yes, motion passed.
- IV. Unfinished Business
 - a. Explore Funding Options for Building Project
 - i. Grants
 1. Kuhn was not able to find any additional opportunities for grants as a potential funding source since the last meeting.
 2. Bakovka heard there may be another round of Labor and Economic Development grants and asked Kuhn to investigate this.
 - ii. USDA Loan
 1. The pre-application is still in process.
 - iii. Millage
 1. Musgrave gave an update on millage as a potential funding source.
 - a. A packet was provided to each committee member with information on millages, information on municipal financial advisory services, and estimated millage impact. Discussion ensued.
 - b. Bakovka to email Mike at Triangle about communication issues Musgrave is having when reaching out to Bethany. Augustin requested a touch base with Mike.
 - iv. Fundraising Campaign (Large Donors)

1. Bakovka sent emails to the committee with links to books on fundraising and available trainings.
 2. The group discussed the possibility of reaching out to donors who have made significant contributions in the past.
 3. Musgrave suggested checking with area funeral homes to inquire about getting Henika on the memorial donation list.
 4. Musgrave to check with Hardings about their round-up donation program.
- b. Review 2025 Budget Draft
- i. Bakovka provided the draft budget for fiscal year 2025.
 - ii. The committee reviewed the draft budget. No changes needed prior to presentation to the board.
- V. New Business
- a. Review 2024 Budget Amendment #3 Draft
- i. Bakovka presented a draft budget amendment for the current fiscal year.
 - ii. The committee reviewed the draft budget amendment. No changes needed prior to presentation to the board.
- VI. Around the Table
- a. Kuhn had nothing to add.
 - b. Augustin reminded the group that we may need to amp it up to stay on track.
 - c. Musgrave doesn't want to lose momentum.
 - d. Bakovka is appreciative of the work Musgrave did on millages and is looking forward to figuring funding out.
 - e. Simmons would like to have a touch base after the August 13 board meeting to look at setting the next Finance Committee meeting.
- VII. Adjournment of the meeting motioned by Simmons and seconded by Augustin. Meeting adjourned at 2:41 pm.