

Meeting Minutes

Henika District Library

Board of Trustees Meeting

August 11, 2026 at 6:30 p.m.

Members Present: Meghan Augustin, Rachel Brinks, Elizabeth Engels, Jacqui Kuhn, Gary Marsh, Pam Meyer, Danielle Simmons, Deb Vander Slik

Members Absent: None

Staff Present: Cierra Bakovka – Director

Guests: None

- I. Call to Order: Meeting called to order at 6:33 p.m. by Kuhn.
- II. Approval of Agenda motioned by Simmons and seconded by Vander Slik. All yes, motion carried.
- III. Community Opportunity to Address the Board: No community present.
- IV. Approval of July 2026 regular meeting minutes motioned by Brinks and seconded by Meyer. All yes, motion carried.
- V. Financial Reports for July 2026
 - A. There were problems with the accounting company paying Abby for her entire monthly salary instead of only through her last day on July 17th; they initially wouldn't take responsibility for the error, either.
 - B. Monthly check register was reviewed.
 - C. Credit card detail report was reviewed.
 - D. YTD vs Actual was reviewed.
 - E. United Bank accounts were reviewed.
 - F. Approval of paid bills motioned by Augustin and seconded by Brinks. All yes, motion carried.
- VI. Director's Report for July 2026
 - A. Our door counters have been malfunctioning. Summer Reading numbers were great! September is library card sign-up month and we'll be running a referral program for it.
 - B. Monthly Statistics were reviewed.
 - C. The Youth Services report was reviewed.
 - D. The Adult Services report was reviewed.
 - E. The Circulation report was reviewed.

VII. Committee Reports

- A. 7/16 and 7/28 Finance Committee - Simmons gave an overview of both meetings.

VIII. Unfinished Business: None

IX. New Business

A. Municipal Financial Advisor

1. We need to hire a municipal financial advisor in order to run a bond campaign. Bakovka presented quotes from MFCI, Bendzinski & Co., and PFM. Our lawyer, Scott Hogan (Foster Swift) recommended MFCI and PFM.
2. Conducted phone call with Hogan to get more information/clarification.
3. Board discussed the proposals. Brinks motioned to hire Bendzinski & Co. for our municipal financial advising. Engels seconded.
 - a) Brinks - yes
 - b) Engels - yes
 - c) Marsh - yes
 - d) Meyer - yes
 - e) Simmons - no
 - f) Vander Slik - yes
 - g) Kuhn - yes
 - h) Augustin - yes

Motion carried.

B. Budget 2027

1. Resolution 2026-3 to adopt budget
 - a) Reviewed draft budget. Brinks motioned to adopt the budget with changes discussed. Augustin seconded.
 - (1) Brinks - yes
 - (2) Engels - yes
 - (3) Marsh - yes
 - (4) Meyer - yes
 - (5) Simmons - yes
 - (6) Vander Slik - yes
 - (7) Kuhn - yes
 - (8) Augustin - yes

Motion carried.

C. Millage Rate 2026

1. Resolution 2026-4 to set Mill Levies at 1.3362
 - a) Kuhn motioned to adopt the resolution to set mill levies as presented. Augustin seconded.
 - (1) Brinks - yes
 - (2) Engels - yes
 - (3) Marsh - yes
 - (4) Meyer - yes

- (5) Simmons - yes
- (6) Vander Slik - yes
- (7) Kuhn - yes
- (8) Augustin - yes

X. Around the table:

- A. Brinks - Nothing to add.
- B. Engels - Nothing to add.
- C. Marsh - Witnessed good judgement in decision making at this meeting. Thanks!
- D. Meyer - Congrats to Cierra for a great SRP. Thanks to Danielle for her service.
- E. Simmons - Will really miss being part of the Board. Will remain on finance committee!
- F. Vander Slik - Nothing to add.
- G. Bakovka - Ashley's 20-year employment anniversary is on August 28! Has hired a new circulation assistant.
- H. Kuhn - Thanks to Danielle for her dedication to the Board and her willingness to stay on the finance committee!
- I. Augustin - Thanks to Danielle! Great job to everyone for SRP.

XI. Meeting adjourned by Kuhn at 8:17 p.m.