

**Flint District Library
February 4, 2021 Regular Board Meeting
Meeting held by Zoom, 5:30 pm**

Present: Mrs. Reta Stanley, Ms. Heather Kale, Mr. Brian Larkin, Ms. Kathy Jackson, Mr. Moses Bingham, Mr. Dean Yeotis

Absent: Ms. Vivian Kao

Staff: Mrs. Kay Schwartz, Mrs. Connie Palmer, Ms. Leslie Acevedo, Mr. Rick Dunning, Mrs. Ashoka Rao, Mrs. Wanda Harden, Mrs. Julie McCullough, Ms. Tina Hayes, Ms. Janet O’Keefe

Call to Order: Mrs. Stanley called the meeting to order at 5:34 pm.

Roll Call-Trustees: The trustees listed above indicated they were present and currently located in Flint, MI.

Approval of Agenda: Mr. Larkin made a motion to approve the agenda. Mr. Bingham supported. Motion carried.

Call to Public: There were no questions or comments from the public.

Approval of 1/7/21 Regular Meeting Minutes: Mr. Yeotis made a motion to approve. Ms. Jackson supported. Motion carried.

Finance, Budget, and Policy Committee

Monthly Financial and Investment Report ending 12/31/20: Mrs. Palmer made a brief presentation to the Board, noting that 50.41% of the fiscal year is complete. Property taxes received to date are \$2,267,439.98. To date we have used 44.03% of total expenditures. We have \$5,672,491.22 in unrestricted cash less current liabilities of \$168,762.38. Net cash available for operations is \$5,503,728.84. We have unrestricted cash to cover 17.9 months of operations. Mr. Larkin made a motion to approve the report. Mr. Yeotis supported. Motion carried.

Resolution 21-364-2021 General Fund Appropriations Act as Amended: The Flint Public Library Board of Trustees has an obligation to approve a balanced budget by July 1st of each year. The Flint Public Library Board of Trustees adopted a balanced budget for the fiscal year ending June 30, 2021 (FY 21) on June 4, 2020; and the FY 21 budget needs amending due to known changes in operating revenue and grants awarded and amending for known changes in operating expenditures and grants expenditures.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Board of Trustees of the Flint District Library hereby adopts the amended general operating appropriations for fiscal year 2021;
2. The Board of Trustees of the Flint District Library estimated total revenues and total expenditures of the general operating fund as amended are as follows:

Estimated Revenues - operations	\$3,979,678
Estimated Revenues - grants & special programs	172,524
Fund Balance - assigned, committed or reserved	863,301

Fund Balance - unreserved, uncommitted and unassigned	3,156,681
Total Fund Balance July 1 Available to Appropriate	4,019,982
Total Estimated Available to Appropriate	8,172,184
Estimated Expenditures	
Governing Board	31,650
Administration	432,510
Automated Systems	323,226
Facilities	368,682
Library & Program Services	2,092,644
Development	152,536
Development -capital campaign	491,600
Grants & Special Programs	236,678
Total Appropriated	\$4,129,526

The Library will use \$64,154 from special programs and grants assigned fund balance, and will add \$37,500 for special programs and grants for FY 21.

3. The Board of Trustees of the Flint District Library has caused to be levied and collected a general property tax on all real and personal property within the City of Flint a millage of 4.0 mills for the operation of the Flint Public Library on the summer 2020 tax roll.

4. The Board of Trustees of the Flint District Library hereby designates the Director of Library Services and the Director of Finance the right to assign fund balance as of June 30, 2021 for the amounts of prepaid expenses and accounts payable as necessary for the final reporting on the Financial Statements of the Flint Public Library as of June 30, 2021.

Mr. Larkin made a motion to approve the resolution as presented. Mr. Yeotis supported. Roll call vote: Larkin-aye, Kale-aye, Bingham-aye, Yeotis-aye, Stanley-aye. Motion carried.

Updates from Board Committees

Building Reno Committee: The administrative team recently took a hardhat tour of the building reno and amazing progress has been made. OPN’s Toby Olsen and the building inspector will be at the worksite next Friday. Tuesday 2/23 at 3:30 pm is the tentative date for the Board and Finance Committee to tour the building.

Fundraising & PR Committee: The Annual Campaign total to date is over \$79k, and plans for the 3/18 virtual donor appreciation event continue.

Other Committees: None.

President’s Remarks: Mrs. Stanley commented that the Finance Committee has a wealth of expertise among its current members.

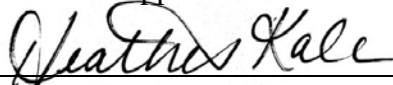
Director’s Remarks

- *The Faygo Book* copies being mailed to donors in advance of the March 18 event will be distributed in approximately 10 days.

- The Dolly Parton Imagine Library grant was originally a three year grant, but we had enough funding to pay for a fourth year. The fifth year just ended, and we are very happy to report that through this program 200,000 books were distributed to Flint kids, a milestone reached in the February 2021 mailing. Mrs. Harden and CFGF's Mary Jo Herbig are collaborating on an upcoming press release to showcase the DPIL program.

Upcoming Activities: Ms. Acevedo shared details of several virtual programs and activities including Booked for Lunch and the upcoming family concerts.

Adjournment: Mr. Yeotis made a motion to adjourn. Mr. Larkin supported. The meeting was adjourned by unanimous consent at 6:48 pm.



Ms. Heather Kale, Secretary