

**Flint District Library
July 8, 2021 Regular Board Meeting
Meeting held by Zoom, 5:30 pm**

Present: Mrs. Reta Stanley, Ms. Vivian Kao, Mr. Moses Bingham, Mr. Dean Yeotis

Absent: Ms. Kathy Jackson, Mr. Brian Larkin, Ms. Heather Kale

Staff: Mrs. Kay Schwartz, Mrs. Connie Palmer, Mrs. Wanda Harden, Mrs. Jenny Jones, Ms. Tina Hayes, Ms. Janet O'Keefe, Mr. Rick Dunning, Mrs. Ashoka Rao

Call to Order: Mrs. Stanley called the meeting to order at 5:48 pm.

Approval of Agenda: Mr. Yeotis made a motion to approve the agenda. Ms. Kao supported. Motion carried.

Roll Call-Trustees: The trustees listed above they were all present and currently located in Flint, MI with the exception of Ms. Kao who is on vacation in San Juan Island, Washington.

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

Approval of 6/3/21 Public Budget Hearing Meeting Minutes: Mr. Bingham made a motion to approve. Ms. Kao supported. Motion carried.

Approval of 6/3/21 Regular Meeting Minutes: Mr. Bingham made a motion to approve. Mr. Yeotis supported. Motion carried.

Approval of 6/24/21 Regular Meeting Minutes: Mr. Yeotis made a motion to approve. Ms. Kao supported. Motion carried.

Finance, Budget, and Policy Committee

Mrs. Palmer reported that fiscal year 21 is now closed and fiscal year 22 is now open. Mrs. Palmer also thanked Ms. Hayes for all of her help. Mrs. Palmer is in process of readying the books for audit which will begin the week of August 23rd 2021.

Resolution 21-377: Resolution Awarding Contracts for Furniture: the Board of Trustees of the Flint Public Library, began in 2015 to consider a plan for the renovation of the building at 1026 E. Kearsley Street. A nationwide bid request for architect services specializing in library design was conducted of which OPN Architects from Cedar Rapids, Iowa were chosen. OPN was engaged to create the design and prepare construction documents for the renovation of the facility. The Board of Trustees adopted the design created by OPN at their regularly scheduled board meeting on April 4, 2019; and the Board of Trustees placed on the ballot on November 5, 2019 a bond proposal for the renovation of the building for a sum not to exceed \$12,600,000. 70% of the electors of the City of Flint voted in favor of the bond proposal request; and the C. S. Mott Foundation awarded a grant of \$15,000,000 to provide additional necessary funding upon the approval by the electors of the bond proposal request, the Ruth Mott Foundation awarded a grant of \$1,000,000 and the Community Foundation of Greater Flint awarded a grant of \$50,000; and the Director authorized OPN, as the designers and the Director of Finance, HR and Facilities to prepare public bids for the purchase of furniture for the renovated building; and the request for bids was advertised publicly in the Flint Journal on May 6, 2021 and posted on www.fpl.info and MLIVE.com. Potential bidders were encouraged to contact OPN as needed for questions. Bids were submitted electronically, opened at a virtual bid opening on May 21, 2021 at 10:00 a.m. and tabulated by OPN Design staff. OPN vetted the vendors to determine that all bid requirements were met; and the Director requests based on the recommendations of OPN and the management team,

the Board of Trustees award the following contracts for furniture purchases for the renovated facility at 1026 E. Kearsley Street and the authority to sign all contracts on behalf of the Flint Public Library:

Bid section	Vendor	Amount
Section 07 3 Branch	Library Design Associates	\$ 278,984.00
Section 08 Agati	American Interiors	\$ 28,929.57
Section 09 Allermuir	Interior Environments	\$ 6,290.98
Section 10 Allsteel	Kentwood Office	\$ 4,546.12
Section 11 Arcadia	Marx Moda	\$ 3,538.48
Section 12 BCI	Owner rejects all bids and withdraws request	\$ -
Section 13 Bernhardt	Kentwood Office	\$ 36,526.00
Section 14 Coalesse	Marx Moda	\$ 12,146.05
Section 15 Cumberland	Marx Moda	\$ 32,339.58
Section 16 Davis	Marx Moda- alternate accepted	\$ 28,154.00
Section 17 Fritz Hansen	Owner rejects all bids and withdraws request	\$ -
Section 18 HBF	Marx Moda	\$ 44,396.26
Section 19 Herman Miller	Marx Moda	\$ 375,052.22
Section 20 Hightower	Kentwood Office	\$ 15,647.47
Section 21 IOA	American Interiors	\$ 5,548.40
Section 22 JSI	American Interiors	\$ 6,702.00
Section 23 Keilhauer	Kentwood Office	\$ 31,625.42
Section 24 Knoll	Owner rejects all bids and withdraws request	\$ -
Section 25 Landscape Forms	Marx Moda	\$ 26,033.24
Section 26 Leland	Marx Moda- alternate accepted	\$ 5,357.44
Section 27 Magnuson Group	Marx Moda- alternate accepted	\$ 1,833.04
Section 28 Martin Brattrud	Kentwood Office alternate accepted	\$ 19,079.16

Section 29 National	Marx Moda	\$ 1,467.30
Section 30 Nucraft	American Interiors	\$ 16,295.58
Section 31 OFS	Marx Moda	\$ 48,899.69
Section 32 Paul Brayton	American Interiors	\$ 27,368.88
Section 33 Peter Pepper	Marx Moda	\$ 6,372.84
Section 34 Russ Bassett	Marx Moda- alternate accepted	\$ 7,026.36
Section 35 Sixinch	American Interiors	\$ 12,037.27
Section 36 Source	Marx Moda	\$ 10,044.09
Section 37 Studio TK	American Interiors	\$ 11,603.27
Section 38 Three H	Marx Moda	\$ 2,885.84
Section 39 TMC	Library Design Associates	\$ 7,249.00
Section 40 U-line	Marx Moda	\$ 2,051.91
Section 41 Vitra	American Interiors	\$ 12,092.98
Section 42	Marx Moda	<u>\$ 3,256.72</u>
	Total contracts awarded	<u>\$1,131,381.16</u>

All vendors awarded bids will provide the necessary W-9's, performance bonds and proof of insurances required prior to the receipt of the signed contracts.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Board hereby resolves that it awards the contracts for the purchase of furniture for the renovated facility at 1026 E. Kearsley Street as noted herein and authorizes the Director of Library Services, Kathryn L. Schwartz to sign all contracts on behalf of the Board of Trustees.

Mr. Yeotis made a motion to approve. Mr. Bingham supported. Roll call vote: Stanley-aye, Bingham-aye, Kao-aye, Yeotis-aye. Motion carried.

Updates from Board Committees

Building Renovation Committee: Mr. Bingham noted that progress is being made every week at the renovation. The mural project is also moving along and hopes to start in August or September, the artist should only need 5 days to complete.

Nominating Committee: Mrs. Stanley spoke with Mr. Bingham prior to the meeting and he has agreed to serve another term on the board as the Flint Board of Education appointee. Mr. Yeotis made a motion that Mr. Bingham serve another term beginning on October 1, 2021 as the Flint Board appointee. Ms. Kao supported. Motion carried.

HR & Operations Committee: Mrs. Stanley spoke about Library Director evaluations arriving to the board this week for completion.

Fundraising & PR Committee: Mrs. Schwartz mentioned that as of June 30th the amount raised is \$97,945. The Learn for Life event sponsors so far are donating above average including Big John's, MI Planner Inc., Mott Community College, & Lewis & Knopf. The committee has shifted its thought process to a live event possibly right next door at Sloan in Courtland Center.

Old Business: None.

New Business: None.

President's Remarks: Mrs. Stanley was pleased to see that we have a grand opening date in February 2022 and is looking forward to all of the events.

Director's Remarks: Mrs. Schwartz spoke briefly about information recently sent out to the Board as a first installment of an FPL Board Handbook, highlighting FPL's status as a District Library. At an upcoming Board meeting, she will go into more detail and allow for questions and discussion.

Upcoming Events: Mr. Dunning spoke about summer reading activities currently running and Tuesday story times are live and in person. There is also adult programming on Wednesday evenings at 6:30. Aug 10-13th we are offering a teen writers workshop from 2-4pm. Check fpl.info for the full calendar.

Adjournment: Mr. Bingham made a motion to adjourn. Ms. Kao supported. The meeting was adjourned by unanimous consent at 6:35 pm.



Mrs. Reta Stanley, President