

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

**Present:** Mrs. Reta Stanley, Mr. Brian Larkin, Mr. Moses Bingham, Ms. Vivian Kao

**Absent with notification:** Ms. Heather Kale

**Absent:** Mr. Dean Yeotis, Ms. Kathy Jackson

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

**Call to Order:** Mrs. Stanley called the meeting to order at 5:38 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. Ms. Kao supported. Motion carried.

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

**Approval of 7/8/21 Annual Organizational Meeting Minutes:** Ms. Kao made a motion to approve. Mr. Bingham supported. Motion carried.

**Approval of 7/8/21 Regular Meeting Minutes:** Mr. Bingham made a motion to approve. Ms. Kao supported. Motion carried.

**Finance, Budget, and Policy Committee**

**Brief Report by Staff:** Mrs. Palmer made a brief presentation to the Board and noted that the annual audit will begin on Monday 8/23 and will be conducted hybrid/virtual.

**Board Discussion-Trustee Information Document:** Mrs. Schwartz briefly reviewed the expanded version of the trustee material which includes information about the library's history, governance, and revenue sources. The funding history of FPL from 1979 to present was also briefly discussed. This is the beginning of some additional trustee training and development that will result in a brief "manual" for FPL Trustees as we add chapters.

**Updates from Board Committees**

**Building Reno Committee:** Carpet has been installed in the lower level. We have agreed to a two week delay in the furniture delivery dates. The Certificate of Occupancy date may not be affected by this and is still estimated at late November. Parking lot lights have been installed and will be wired shortly.

**Fundraising & PR Committee:** The campaign total to date is over \$27k, and plans for the 9/24 Learn for Life event continue.

**Nominating Committee:** The committee will be meeting over the next couple of weeks. We have been notified that the Flint Board of Education has received our letter regarding our request for Mr. Bingham to be reappointed to the FDL Board.

**HR & Operations Committee:** Mrs. Stanley asked the trustees to complete and return their Director Evaluation documents by Monday 8/9.

**Old Business:** None.

**New Business:** None.

**President's Remarks:** Mrs. Stanley noted that the next meeting will be held on Thursday 9/2, and all meetings will continue to be virtual until further notice.

**Director's Remarks**

- The Genesee County Health Department recently issued a mask wearing directive. We are currently at risk level C, which is below substantial/high. This directive applies to all facilities that welcome the public, such as retail and government offices. Genesee County residents are asked to please voluntarily comply with this. FPL administrators are working on how the directive will relate to staff and patrons. Updated information will be emailed to trustees once it is sent to staff.
- The RFID team is working very quickly. We rented eight tagging carts and 6-7 local people were hired to work on this project. Once they are finished, the group will train FPL staff. The project is going very well and has not been a burden on staff at all.
- Welcome back to Julie McCullough after her medical leave and many thanks go out to Jenny Jones for her hard work covering for her while Julie was away.

**Upcoming Activities:** Ms. Acevedo shared details of several virtual programs and activities including the Summer Reading Club wrap-up, Fiction Only Book Club, and the September Concert Series.

**Adjournment:** Mr. Larkin made a motion to adjourn. Mrs. Kao supported. The meeting was adjourned by unanimous consent at 6:58 pm.

  
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Mrs. Reta Stanley, President