Flint Public Library Finance and Budget Committee September 23, 2021 5:30 p.m. Virtual Meeting via Zoom as permitted by law

Members present Brian Larkin, Jim Richardson, Marc Baines, Mathew Schlinker,

Andy Watchorn

Staff present: Director of Library Services Kay Schwartz

Director of Finance, HR & Facilities Connie Palmer

Finance & HR Assistant Tina Hayes

Librarian Janet O'Keefe as Zoom facilitator

Mr. Larkin called the Finance Committee meeting to order at 5:33 p.m.

Roll call: Mr. Larkin requested that committee members identify themselves and state their location. The response was as follows:

Jim Richardson Flint, MI

Marc Baines Grand Blanc, MI
Mathew Schlinker Goodrich, MI
Andy Watchorn Flint, MI
Brian Larkin Flint, MI

Mr. Larkin requested a motion to approve the agenda. Mr. Schlinker made a motion to approve the agenda, Mr. Watchorn seconded. The question was called, all present voting aye, no nays or abstentions. Motion passed.

A call was made to the public. No public attending via ZOOM wished to address the committee.

The committee reviewed the minutes from the August 26, 2021 meeting. Mr. Richardson made a motion to accept and file the August 26, 2021 minutes, Mr. Watchorn seconded. The question was called, all present voting aye, no nays or abstentions.

Old Business

Financial Statements and Investment Report – for the period ending August 31, 2021 Mr. Larkin asked Mrs. Palmer to review the financial statements and investment report for all funds for the period ending August 31, 2021. The financial statements and investment report were displayed on screen. Mrs. Palmer reviewed the financial statements and the investment schedule for the general fund, the capital projects private fund and public fund and the debt service fund with the committee. Discussion ensued. Mr. Larkin requested a motion to recommend the statements to the Board of Trustees for approval. Mr. Richardson made the motion and Mr. Schlinker seconded. Mr. Larkin called the question, all present voting aye, no nays, or abstentions.

New Business

None

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Reports

Directors Report and Capital Projects update Director Schwartz reported on the following:

- The State of Michigan, from a recommendation from State Senator Jim Ananich and the local Flint delegation, made an appropriation in the State's fiscal year 21-22 budget of \$250,000 to the Flint Public Library for the Capital Campaign. All are very excited about this appropriation and thanked Senator Ananich for his work on behalf of the library.
- We have several large donations in process. If all come to fruition, we will be very close to meeting our goal for the capital campaign.
- Staff toured 1026 E. Kearsley Street and was very excited to see the status of the building. It is becoming real for everyone involved that we will be moving into the renovated building by the end of the calendar year.
- Mrs. Palmer and Director Schwartz met with OPN and Clark at the bi weekly OAC (Owner, Architect, construction Manager) meeting this afternoon on site. OPN was in Flint and on site for their monthly visit. They began the punch lists for the construction manager; another sign the project is rapidly moving to completion. Discussion occurred regarding the logistics behind the certificate of occupancy as we work toward that goal. Mr. Richardson asked how long the builder's risk policy was in effect. Mrs. Palmer reported that the policy is in force until November 30. The policy can be extended if necessary.
- We are finalizing the detail for the installation of security gates to prevent the theft of materials from the collection. The RFID tagging project is complete.

Board Report

Mr. Larkin asked the committee for their comments on their recent tour of 1026 E. Kearsley Street. Mr. Watchorn replied that the residents of the City of Flint will certainly appreciate and love the building. Everything seen in the original fly through videos are reflected in the final design. The renovated building will surely help the library retain and attract talented employees.

Mr. Richardson stated this was his second time through the renovated building. He was very impressed the facility looks terrific. He noted the impact of the windows and how you can now see from one end of the space to the other to the outside providing an expansive view. Mr. Richardson was impressed with the staff spaces. The impact of working in such a space will help our talented staff continue to provide excellent service and allow us to not only retain staff as mentioned but will also attract additional talented employees to the Library.

Mr. Larkin called for a motion to adjourn. Mr. Watchorn made the motion and Mr. Schlinker seconded. Mr. Larkin called for a vote, all in attendance voting aye, no nays or abstentions. Meeting adjourned at 6:47 p.m.

Respectfully submitted, Connie Palmer

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