GLORIA COLES
FLINT PUBLIC
LIBRARY

BOARD OF TRUSTEES
Meeting Minutes

LOCATION, DATE AND TIME:
Gloria Coles Flint Public Library, 1026 E. Kearsley St.
Flint, MI 48503 – Harris Room
Thursday, December 7, 2023, 5:30 PM

Present: Reta Stanley, Heather Kale, Vivian Kao, Kathy Jackson, Melissa Brown, Audrey Young-Muhammad, Brian Larkin

Finance Committee: Jim Richardson, Matt Schlinker, Marc Baines

Staff: Taliah Abdullah, Martita Moffett-Page, Rick Dunning, Ashoka Rao, Shana Rowser, Eileen Button, Matt Moyer, Tina Hayes

Call to Order: President Stanley called the meeting to order at 5:37 pm.

Welcome and Introductions: President Stanley read an email from FCC Head of Security Drew Gauthier regarding the damaged library windows incident. Suspects have been identified by police and arrests will be made.

Approval of Agenda: Motion by Larkin to approve agenda. Supported by Kale. Motion carried.

Public Comments: None

Plante Moran, PLLC
Presentation of Draft Annual Financial Report: Pam Hill (CPA Partner) reported that the audit report states that the financial number are reliable. Library added around $90,000 to fund balance putting it at just over 4 million fund. Also over 1 million privately donated restricted. Total expenditures around 4 million, up $700,000 from previous year. Noted loopholes in online banking for secondary approval; library will look at getting notifications from banks. Also recommended having a budget for cybersecurity and doing a cybersecurity risk assessment. Larkin made motion to approve the report, supported by Kale.
Roll call vote:
AYES - Reta Stanley, Heather Kale, Vivian Kao, Kathy Jackson, Brian Larkin, Audrey Young-Muhammad, Melissa Brown
NAYS – None
ABSTAIN - None

Approval of Minutes 11/2/2023: Motion by Larkin to approve the Board Meeting minutes from November 2, 2023. Supported by Kale. Motion carried.

Budget and Finance Committee: Larkin asked Moffett-Page to review dashboard report ending Oct 31, 2023. Moffett-Page reported 33% of fiscal year completed with a general fund revenue of $2,650,418. Expenditures YTD is $1,476,223. Grant activity is $12,147. Investment income received YTD is $26,556.12.

Richardson asked about the capital projects fund balance. Finance Committee will make recommendations on how to use and speak with library administration about current needs.

Motion by Larkin to approve the financial report. Supported by Young-Muhammad. Motion carried.

Executive Director's Report: ED Abdullah thanked staff for their work on the audit and the damaged windows incident. Planning a half-day in-service on January 12 for all staff that will focus on safety and security. Kale asked about Giving Tuesday. Moffett-Page said we received $500. Baines asked whether we need to upgrade outside security cameras. Dunning reported that the library is currently looking at upgrades to have more camera coverage both interior and exterior.

Other Reports and Actions

Fundraising Committee Report: Kale reported that the annual campaign has raised just over $31,000. Annual appeal has been mailed.

Public Relations Committee Report – Outreach List: Kale will reach out to Board members individually in January for suggestions and will get a final list to ED Abdullah in February.

Old Business: ED Abdullah has contacted Foster Swift for a draft to accept the "Check It Out" statue from Sunset Hills cemetery. Young-Muhammad wondering if community knows about resources on library computers. Library will be working on that through school partnerships and monthly community conversations.
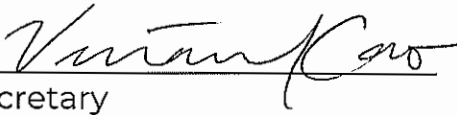
New Business: Baines asked if ED Abdullah had talked to Kettering library yet. Abdullah has met with UM-Flint library and would like to meet with Kettering and Mott as well.

President's Remarks: Will be working with Kale on mid-year report/evaluation for ED Abdullah.

Upcoming Events: Two more sessions of Saturday grief and support program. Mixology on Dec 13. HBCU informational program on Dec 21.

Adjournment: Brown made a motion to adjourn. Larkin supported. The meeting was adjourned at 7:28 pm.

Secretary