

**Flint District Library  
November 4, 2021 Regular Board Meeting  
Annex, FPL @ Courtland Center, 5:30 pm**

**Present:** Mrs. Reta Stanley, Mr. Brian Larkin, Ms. Vivian Kao, Ms. Audrey Young-Muhammad, Ms. Heather Kale

**Absent with notification:** Ms. Kathy Jackson

**Absent:** Mr. Dean Yeotis

**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

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

**Oath of Office:** Mrs. Palmer read the Oath of Office to trustee Ms. Vivian Kao, who was appointed by the City of Flint to serve the remainder of a three year term ending 9/30/23. The group congratulated her on her appointment.

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

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

**Plante Moran, PLLC-Presentation of Annual Financial Report with Supplemental Information & Auditor's Report:** CPA Senior Manager Ashley Frase made a brief presentation to the assembled group. The audit went very well under FPL's strong leadership.

Mr. Larkin thanked Ms. Frase for her report, noting that the Finance Committee reviewed the audit documents thoroughly at their October 28 meeting. Everything was very informative and without issue. Kudos to Mrs. Schwartz, Mrs. Palmer, and Ms. Hayes for their continued excellent work.

**Approval of 10/7/21 Regular Meeting Minutes:** Ms. Kale made a motion to approve. Ms. Kao supported. Motion carried.

**Finance, Budget, and Policy Committee**

**Review of Financial Statements for Month ending 9/30/21:** Mrs. Palmer made a brief presentation to the Board, noting that 25.21% of the fiscal year is complete. Property taxes received to date are \$2,009,793.52. To date we have used 25.37% of total expenditures. We have \$6,780,409.23 in unrestricted cash less current liabilities of \$363,508.95. Net cash available for operations is \$6,416,900.28. We have unrestricted cash to cover 21.9 months of operations.

Mr. Larkin made a motion to approve the statements as presented. Ms. Young-Muhammad supported. Motion carried.

**Updates from Board Committees**

**Building Reno Committee:** The project continues to move forward at a good pace. Shelving is being installed and furniture will begin to be delivered next week. The Mott-Warsh staff toured the new building with administrators this week, and staffers from the Ruth Mott Foundation will take a tour this coming week. Kevin Goff from WJRT-TV 12 will be doing a report on the ongoing mural project this week. March 10-12 continues to be our goal date for opening weekend, barring any unexpected delays. We will remain flexible until we know more.

**Fundraising & PR Committee:** The campaign total to date is over \$63.5k, and the total campaign including pledges is at \$68,412.06.

**Other Committees:** None.

**Old Business:** None.

**New Business:** None.

**President's Remarks:** Mrs. Stanley shared that a friend from the community expressed to her the high level of patron service he has received and witnessed at the Courtland Center location. Staff continues to impress.

Congratulations to Ms. Kao on her official appointment, and thank you to all of the trustees for sharing their time and talents.

2021-2022 Committee appointments are as follows:

**Finance, Budget & Policy**

Chair, Brian Larkin

Members: Dean Yeotis, Kathy Jackson

**Facilities**

Chair, Brian Larkin

Member(s) Dean Yeotis, Audrey Young-Muhammad

**Fundraising & PR**

Chair, Heather Kale

Member(s): Vivian Kao

**HR & Operations**

Chair, Kathy Jackson

Member(s) Heather Kale, Vivian Kao

**Nominating**

Chair, Brian Larkin

Member(s) Heather Kale, Audrey Young-Muhammad

Mrs. Stanley and Mrs. Schwartz will serve as ex-officio members to all committees.

Ms. Stanley left the meeting at 6:51 pm due to a prior engagement, and Ms. Kale took over the meeting.

**Director's Remarks**

- The Board Educational Retreat will be held on either Friday, January 21 or Friday, January 28. Please hold both dates until we are able to officially confirm one of them.
- On Friday 10/22 two staff FYI sessions were held in which anniversary cards, \$25 Meijer gift cards, and small anniversary gifts were distributed. Several staff members received longevity pins thanking them for 20-30 years of service. Honey Baked Ham delivered boxed lunches for everyone, and the FFPL paid for both the gift cards and the lunches. As always, we thank staff and the FFPL for their steadfast support.
- Mrs. Schwartz publically thanked staff for their ongoing perseverance through the pandemic. It's been a tough 20 months, and we remain diligent.
- The 21st Annual Black History Month Brunch will be held Saturday, February 12, 2022 at 10:00 am at the Genesys Conference & Banquet Center, and FPL has purchased a table of 10 tickets. Please contact Mrs. McCullough if you would like to attend.

**Upcoming Activities:** Ms. Acevedo shared details of several programs and activities including the Fiction Only Book Club, Story times, and STEAM Saturday.

**Adjournment:** Mr. Larkin made a motion to adjourn. Ms. Young-Muhammad supported. The meeting was adjourned by unanimous consent at 7:07 pm.

  
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Ms. Vivian Kao, Secretary