

**Flint District Library  
December 3, 2020 Regular Board Meeting  
Meeting held by Zoom, 5:30 pm**

**Present:** Mrs. Reta Stanley, Ms. Heather Kale, Mr. Brian Larkin, Ms. Kathy Jackson, Mr. Moses Bingham

**Absent:** Mr. Dean Yeotis

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

**Members of the Public** (who opt to identify): Dr. Vivian Kao

**Call to Order:** Mrs. Stanley called the meeting to order at 5:31 pm.

**Roll Call-Trustees:** The trustees listed above indicated they were present and currently located in Flint, MI.

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

**Update from Kennari Consulting:** Laura Kruisenga and Janet Zahn introduced themselves to the group, and noted that the Capital Campaign is going very well and we expect to reach our goal by the time the renovation is complete. Mrs. Schwartz thanked them for their ongoing help and stated that we have the tools we need to make this happen.

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

**Approval of 11/5/20 Regular Meeting Minutes:** Mr. Bingham made a motion to approve. Ms. Kale supported. Motion carried.

**Finance, Budget, and Policy Committee**

**Monthly Financial and Investment Report ending 10/31/20:** Mrs. Palmer made a brief presentation to the Board, noting that 33.70% of the fiscal year is complete. Property taxes received to date are \$1,974,695.61. To date we have used 28.76% of total expenditures. We have \$5,799,263.04 in unrestricted cash less current liabilities of \$225,762.04. Net cash available for operations is \$5,573,501.00. We have unrestricted cash to cover 18.1 months of operations. Mr. Larkin made a motion to approve the report. Ms. Kale supported. Motion carried.

**Updates from Board Committees**

**Building Reno Committee:** The work continues, and the crew is trying to get as much done as they can. Around 60+ crew members are working onsite daily. New storm sewers are being installed, the fireproofing is 80% completed, and work on the roof is ongoing. There have been some delays due to COVID-19, but we continue to move forward at a good pace.

**Fundraising & PR Committee:** The FY20 campaign to date is over \$56k, and we are now happily in the completion phase of the annual Learn for Life Event. The Annual Appeal requests have been mailed to donors who have not yet given this fiscal year.

**Other Committees:** None.

**President's Remarks:** It is good to see that Mrs. Schwartz is on the road to recovery. Many compliments to her management team for keeping everything going in her absence. We are all looking forward to the grand opening of the new building.

**Director's Remarks:** Mrs. Schwartz agreed that the management team deserves kudos for covering while she was away for two weeks. She continues to improve and hopes she will be completely ready to return full time after the holidays.

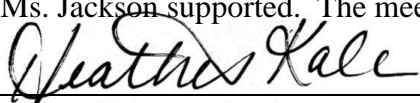
**COVID 19 Update/Library Closure:** We have been closed to the public since November 18 due to COVID 19 and will reopen December 9 with a stepdown from *Browse & Go* service to *Lobby Service*.

Public service staff has been separated into two teams to share the workload on alternating blocks of days. This will hopefully reduce the infection risk. Staff not assigned to work on-site are directed to work from home. Staff not providing public service are working from home unless their work cannot be done from home.

**Other Matters:** The FFPL Board recently met, and they generously agreed to provide a \$50,000 gift to FPL which includes a related naming opportunity for a FFPL meeting room. They are making a solid investment in the new building, and we are so thankful for their ongoing steadfast support.

**Upcoming Activities:** Ms. Acevedo shared details of several virtual programs and activities including Story times, Fiction Only Book Club, and the Booked for Lunch events.

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

  
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Ms. Heather Kale, Secretary