



BOARD OF TRUSTEES Meeting Minutes

LOCATION, DATE AND TIME:

Flint Public Library, 1026 E. Kearsley St., Flint, MI 48503 – Harris Room

Thursday, October 6, 2022, 5:30 PM

Present: Mrs. Stanley, Mr. Yeotis, Ms. Jackson, Mr. Larkin, Ms. Kale, Ms. Young-Muhammad, Ms. Kao

Staff: Mrs. Schwartz, Mrs. Moffett-Page, Ms. Acevedo, Mrs. Rao, Mrs. Jones.

Public in Attendance: Ms. Fras and Ms. Farrell (Taylor & Morgan CPAs), Mr. Martin

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

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

Board Terms and Officers: Mrs. Schwartz commented that the library has not yet received appointments from the City or the Flint Board of Education for our expiring Board terms. Those seats are held by Mrs. Stanley and Mr. Larkin (FBE) and by Mr. Yeotis (City).

Our attorney Anne Seuryneck provided information on how to proceed. The District Library law provides that board members continue to serve until a new appointment is made by the appointing body. From Ms. Seuryneck by email: Section 9 of the District Library Establishment Act provides as follows:

397.179 Appointed board members; number; right to appoint; term; vacancy.

Sec. 9. If an agreement prescribes appointed board members, the board shall consist of not fewer than 5 and not more than 8 members. The agreement may provide that the right to appoint 1 or more board members rotates between 2 or more municipalities. A term shall not be more than 4 years. A member shall serve until the appointment and qualification of a successor. A vacancy shall be filled for the unexpired term by the participating municipality that appointed the member whose position is vacant.

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From Ms. Seurnyck: "So, the board members currently seated can continue to serve until replaced."

Election of Officers: Mr. Larkin, Chair of the Nominating Committee expressed support for re-electing the existing officers: President – Mrs. Stanley, Vice President – Ms. Kale, Secretary – Ms. Kao, Treasurer – Mr. Larkin. There were no other nominations from the floor. Mr. Larkin made a motion to approve the current slate of officers. Mr. Yeotis supported. Roll call vote: Larkin-aye, Kale-aye, Yeotis-aye, Kao – aye, Jackson – aye, Young-Muhammad –aye, Stanley-aye. Motion carried.

Call to Public: Mr. Martin spoke about the use of cell phones in the library.

Approval of 9/1/22 Regular Meeting Minutes: Mrs. Stanley proposed a correction to the minutes to add the word "2022" to the sentence "Noting that 100.00% of the **2022** fiscal year is complete." under the Finance, Budget and Policy Committee paragraph. Ms. Kale made a motion to approve the minutes with corrections. Ms. Kao supported. Motion carried.

Finance, Budget, and Policy Committee

Monthly Financial and Investment Report ending 8/31/22: Mrs. Schwartz made a presentation to the Board, noting that 16.99% of the fiscal year is complete. Property taxes received to date is 57.9% of budget. To date we have used 20.22% of total expenditures including encumbrances. Net cash available for operations is \$6,831,224. We have unrestricted cash to cover 19 months of operations. Mr. Larkin made a motion to approve the report. Ms. Kao supported. Motion carried.

Resolution 22-389

APPROVAL OF INVESTMENT OFFICER

WHEREAS, the Flint Public Library (the "Library") was established by Agreement dated October 1, 1998, entered into among the City of Flint and the School District of the City of Flint (collectively the "Parties") under the provisions of Act 24, Michigan Public Acts of 1989, as amended ("Act 24");

WHEREAS, the Board of Trustees of the Flint Public Library adopted an investment policy that meets the requirements of Public Act 20 and Michigan Compiled Law 129.915;

WHEREAS, the Board of Trustees wishes to approve the designation of an Investment Officer as required by the Investment Policy;

WHEREAS, the Board of Trustees will require that the Investment Officer, before undertaking any investment transactions will request approval from the Board Treasurer and the Director of Library Services (or Board President in the event the Board Treasurer is unavailable) of the transaction and implications thereof;

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WHEREAS, the Board of Trustees requires that the Investment Officer invests only with approved banking institutions in Resolution 22-386 or as amended by resolution as set forth by the Board of Trustees;

NOW THEREFORE BE IT RESOLVED AS FOLLOWS: 1. The Board of Trustees of the Flint District Library hereby affirms that the Board President Reta Stanley, Board Treasurer Brian Larkin, and the Director of Library Services Kathryn L. Schwartz are the individuals who are the official signatories to open and maintain accounts, to sign any and all checks, drafts, and orders, endorse for negotiation, negotiate and receive the proceeds of any negotiable instrument or orders of payments of money payable to the Flint District Library. The Board of Trustees of the Flint District Library hereby directs the Director of Finance, HR & Facilities, Martita L. Moffett-Page, as Investment Officer to act on behalf of the Flint District Library to enter into agreements with the approved financial institutions for investment of funds according the confines of the investment policy.

Mr. Larkin made a motion to approve the resolution as presented. Ms. Kale supported. Roll call vote: Larkin-aye, Kale-aye, Yeotis-aye, Kao – aye, Jackson – aye, Young-Muhammad –aye, Stanley-aye. Motion carried.

Updates from Board Committees

Succession Planning Committee: The Board reviewed the report put together by Dr. Jeffries, the Board's consultant for the succession planning process. Dr. Jeffries led the advisory group in a process of issuing an RFP for a search firm, evaluating the proposals submitted, conducting a brief Zoom interview with the three responding firms, evaluating the interviews and checking references. With the results of these activities available for review, the advisory group was polled for their recommendation to the Board of Trustees as to which search firm they would recommend to the FPL Board. The results of the poll indicate that Bradbury Miller Associates is the advisory group's top recommendation as a search firm. All materials from the activity of the advisory group were sent to the Board for review in advance of this meeting. Ms. Kale made a motion to enter into a contract worth \$26,000 with the Bradbury Miller group. Mr. Larkin supported. Roll call vote: Larkin-aye, Kale-aye, Yeotis-aye, Kao – aye, Jackson – aye, Young-Muhammad –aye, Stanley-aye. Motion carried.

Fundraising & PR Committee: The Annual Campaign total to date is over \$32k, and plans for a second donor reception are underway for November 10th.

Closed Session to Discuss Collective Bargaining: Mr. Larkin made a motion for the board to go into closed session for the purpose of discussing collective bargaining at 6:17pm. Ms. Young-Muhammad supported. Roll call vote: Larkin-aye, Kale-aye, Yeotis-aye, Kao – aye, Jackson – aye, Young-Muhammad –aye, Stanley-aye. Motion carried.

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Authorization to Negotiate: The Board returned back into open session at 6:44pm. Mr. Yeotis made a motion to give Mrs. Schwartz the authority to negotiate collective bargaining agreements under the terms discussed in closed session. Ms. Jackson supported. Motion carried.

President's Remarks: Mrs. Stanley commented on the renaming process and how letters have been sent both to the Flint Board of Education and the City of Flint with recommendations for action. Special thanks to the advisory committee and all of their work to date on succession planning.

Director's Remarks: Mrs. Schwartz commented that the management team has been very busy trying to fill the vacant positions within the staff. Currently there are four open positions. Zoom screenings have completed and in person interviews have begun.

Upcoming Activities: Ms. Acevedo shared details of several programs and activities including the Book Sale currently running and the Quilt Show that begins next week.

Final Remarks: OPN Architects have won a design award for the design of our building. They are also up for another award currently being voted up on until Oct. 14th.

Adjournment: Mr. Yeotis made a motion to adjourn. Ms. Kale supported. The meeting was adjourned by unanimous consent at 6:58 pm.



President