



BOARD OF TRUSTEES Meeting Minutes

LOCATION, DATE AND TIME:

Flint Public Library, 1026 E. Kearsley St., Flint, MI 48503 – Harris Room
Thursday, December 1, 2022, 5:30 PM

Present: Reta Stanley, Kathy Jackson, Heather Kale, Brian Larkin, Vivian Kao

Absent: Dean Yeotis, Audrey Young-Muhammad.

Staff: Kay Schwartz, Martita Moffett-Page, Leslie Acevedo, Ashoka Rao, Rick Dunning, Tina Hayes, Katie Badgley, Zack Lang, Shana Rowser, Kristen Trevarrow and former staff member Connie Palmer.

Public in Attendance: Egypt Otis

Call to Order: President Stanley called the meeting to order at 5:33 pm.

Introduction of New Staff: Schwartz introduced Katie Badgley, Manager of Youth Services, Zach Lang, Patron Service Associate, Shana Rowser, Marketing and Community Relations Coordinator, and Kristen Trevarrow, Executive Assistant.

Approval of Agenda: Kale made a motion to approve the agenda with the amendment that Public Comment be prior to the Plante Moran presentation. Jackson supported. Motion carried.

Call to Public: Egypt Otis addressed the Board about equity and the representation of local authors as it relates to the relationship with the community and the Flint Public Library.

Plante Moran Presentation: Pam Hill CPA Partner and Ashley Frase CPA Senior Manager presented the draft of the Annual Financial Report with recommendations going forward. The Financial Highlights portion of the report include the following:

- The general fund revenues were \$4,134,454 and expenditures before depreciation were \$3,513,458. After transfer to the capital projects fund, \$549,676 was added to the fund balance. Total tax collection in 2022 for operations were \$3,195,072. This represents 77% of the total operating revenue.

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- The Library levies the maximum operating millage allowed by law of 2.0 mills in perpetuity and 2.0 mills renewable. The renewable millage expires at the end of 2031.

Hill and Frase praised the work of our management and Board in both fundraising and cost containment.

Approval of 11/3/22 Regular Meeting Minutes: Kale made a motion to approve the minutes. Kao supported. Motion carried.

Updates from Board Committees

Finance, Budget, and Policy Committee: There was no November meeting but members of the committee were invited to attend this Board meeting to hear the audit presentation. Schwartz provided an update with the Collective Bargaining agreement(s). There is a tentative agreement with SEIU for a 3-year contract. Membership has yet to vote on the agreement. A new 3-year contract with AFSCME has been agreed upon and approved by union members. Paperwork will be complete soon.

Succession Planning Committee: President Stanley reported that the President, Executive Director and Dr. Jeffries had a meeting with the attorneys to discuss committee procedures in compliance with the Open Meetings Act. There will be a public meeting on December 14th, 2022 at 5:30pm in the Harris room. President Stanley, Kale, and Larkin will be in attendance the voting members of the committee. The advisory (non-voting) members of the committee can attend in-person or via Zoom. Items will emerge from this meeting to come before the next Board meeting for action. Board members should be prepared at the January meeting to approve a timeline and discuss their availability for candidate interviews.

Fundraising & PR Committee: Kale shared that last month, the year to date amount raised was \$39,810. This month the total is \$49,700. Thus, for the annual campaign, the last month raised \$9,890. Last year at this time, FPL raised \$70,888, which represents a difference of \$21,188. Most of that difference is due to the timing of the annual Learn for Life fundraiser. The Annual Winter Appeal has been mailed. The Second Donor Reception on November 10th, 2022 went very well.

Nominating and Naming Committee: Schwartz mentioned there is still no word from City Council or the Flint School Board on the two issues we have before them: trustee nominations and the renaming of the library. The library will reach out to both bodies now that the election is certified and newly elected officials are taking office.

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New Business: Kale suggested that the Board will start sending a thank you to members of the public who speak at a meeting where possible. Stanley concurred. Also, Kale requested that members of the Board be referred to by their first and/or last name in communications rather than using a prefix such as Ms., Mr. or Mrs. This suggestion was agreed upon by consensus.

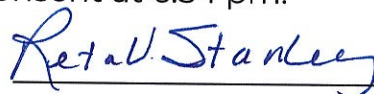
President's Remarks: President Stanley is thrilled that we are fully staffed. She extended a warm welcome to the new staff members. She also is very happy with the opening of the new building. President Stanley also thanked the Board for their patience in the various processes and projects worked on throughout the year. President Stanley closed by wishing everyone a safe and happy holiday season.

Director's Remarks: Staff had a long weekend for the Thanksgiving holiday. For scheduling during the upcoming holiday, FPL will be open three days between Christmas and New Year's. Schwartz is very happy that we have new staff in the formerly open positions with new talents and opportunities. Other long-time staff, Michael Madden and Diane O'Keefe, have officially announced their retirements over the next few months. We wish them well, though they will be sorely missed.

Schwartz spoke about the services that the FPL provides to local authors who live within Genesee County. Local authors can donate a book to the library and have it reviewed for inclusion in the Local Authors Collection (either adult or children's). Local authors are also permitted to use a room to have a book selling and signing that they are free to publicize and that will also appear on the library calendar as a public event.

Upcoming Activities: Acevedo shared details of upcoming events and this weekend is the Polar Express extravaganza. This Tuesday is the Cultural Center's Holiday Walk. There will be a lighting of the tree, a puppet show, a bell choir, and the Friends of the Library will be handing out treats. The days between Christmas and New Years have themes for each day and those are: Drop in and Build, Movie day, and Game day for the children.

Adjournment: Larkin made a motion to adjourn. Jackson supported. The meeting was adjourned by unanimous consent at 6:54 pm.



President