



BOARD OF TRUSTEES Meeting Minutes

LOCATION, DATE AND TIME:

Flint Public Library, 1026 E. Kearsley St., Flint, MI 48503 – Harris Room
Thursday, January 5, 2023, 5:30 PM

Present: Reta Stanley, Kathy Jackson, Heather Kale, Dean Yeotis, Audrey Young-Muhammad

Absent: Brian Larkin, Vivian Kao

Staff: Kay Schwartz, Martita Moffett-Page, Leslie Acevedo, Ashoka Rao, Rick Dunning, Tina Hayes, Kristen Trevarrow

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

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

Call to Public: No public comments received.

Approval of 12/01/22 Regular Meeting Minutes: Yeotis made a motion to approve the minutes. Jackson supported. Motion carried.

Updates from Board Committees

Budget, Finance, and Policy Committee: Director Schwartz presented the finalized numbers of the audit and explained the governmental annual balance sheet. She explained the capital assets for the renovation were placed in service and totaled \$28.6 million net of depreciation. Even with our pension liabilities listed on the government-wide statements, FPL still has a positive net position. Then, Schwartz reviewed the Statement of Revenue, Expenditures and Changes in Fund Balance for the Governmental Funds and the Budgetary Comparison Schedule for the General Fund. A motion to approve the audit ending June 30th, 2022 was made by Young-Muhammad. Yeotis seconded. Motion carried.

Monthly Financial and Investment Report ending 11/30/2022: Moffett-Page made a presentation of the monthly Financial Dashboard, noting that 41.92% of the fiscal year is complete. Property taxes received to date is 76.1% of the annual budget. To date we have used 44.85% of total budgeted expenditures.

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Net cash available for operations is \$6,730,666.19, which would cover 19.2 months of operations. Yeotis made a motion to approve the report. Young-Muhammad supported. Motion carried.

Fundraising & PR Committee: Kale shared that the year to date campaign has raised \$79,517. Last year the total year to date was \$88,933, so this year is about 10% behind. However, we are expecting a generous gift in the amount of \$10,000, which will bring us about even with last year.

Succession Planning Committee Report: Board members received the draft timeline put forth by Bradbury Miller with four phases. The Succession Planning Committee is currently in phase one. The dates the Board had to approve were May 10th and May 11th, 2023 for final interviews with candidates which will take place in person. There was a motion made by Yeotis to approve the timeline. Young-Muhammad supported. Motion carried.

Schwartz will poll the board for date and time of a special board meeting shortly after April 18 to approve recommendations for finalist candidates.

Salary evaluations prepared by Bradbury Miller were presented by Schwartz. A moment was taken to review the information. The report was a detailed analysis of Director Schwartz' salary compared to other Directors that serve similar library constituencies and communities in Michigan. In order to attract qualified and possibly entice out-of-state talent, Bradbury Miller and Schwartz recommend a salary range between \$100,000 and \$140,000 to be competitive. Schwartz presented an analysis that showed that total compensation within that range would be similar to the current Director's total compensation, due to the change in retirement plans from MPERS to MERS. Kale made a motion to approve the salary range from \$100,000 to \$140,000. Yeotis supported. Motion carried.

Discussion ensued about the job description for the new Executive Director. Yeotis made a recommendation to remove the words "affirmative action" to accommodate current case law. President Stanley would like the mission to be updated in the job description. Schwartz will work with FPL's labor attorney on revisions. The job description will come before the Board for approval February 2.

Nominating and Naming Committee: Schwartz will reach out to Mr. Jones at Flint Community Schools and to Mr. Edwards at the City to help move the naming resolutions forward. After this is complete, we will resume discussions about board nominations with the Schools and the City.

New Business: No new business.

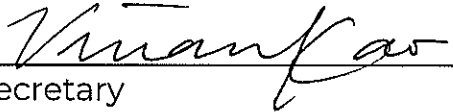
President's Remarks: President Stanley expressed gratitude for how hard Director Schwartz is working to get everything in order before she retires and thanked the staff for all of their hard work as well.

Director's Remarks: Director Schwartz noted there are 3 positions posted; 2 Adult Librarians and 1 Children's Learning Specialist. Interviews begin soon. Room reservations are going well. Meeting room and other statistics for the quarter will be available at the next board meeting. There was an extremely successful event between Christmas and New Year's Holiday hosted by a community member to encourage local teens to attend HBCU's. It was standing room only in the Community room.

Dolly Parton's Imagination Library was limited to the city of Flint but soon will be available to the entire county through the assistance of federal funds. Every child under the age of 5 in Genesee County will be able to receive a book a month mailed to them. FPL is proud to have administered the program for six years and will now turn it over to Flint and Genesee Literacy Network and their parent organization Mott Community College.

Upcoming Activities: Acevedo shared details of upcoming events in the January-February Program Guide. Monday, January 16th, 2023, Martin Luther King, Jr. Day, FPL will be open 9 am to 6 pm, with the celebration at 2 pm. Judge Tabitha Marsh will be the keynote speaker and Wanda Harden the Master of Ceremonies. We are beginning daytime storytimes for preschoolers and toddlers. The Tell-a-Tail Therapy Dogs come to storytime every Saturday. Volunteer income tax assistance starts in February. Book clubs and Booked for Lunch-Michigan are active, and we will host local author Bob Campbell with his book *Motown Man* on February 9th.

Adjournment: Kale made a motion to adjourn. Jackson supported. The meeting was adjourned by unanimous consent at 7:13 pm.


Secretary