

**Flint District Library**  
**May 5, 2022 Regular Board Meeting**  
**Flint Institute of Arts**  
**Sheppy Dog Room**  
**5:30 pm**

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

**Absent with notification:** Kathy Jackson

**Absent without notification:** Dean Yeotis

**Staff:** Kay Schwartz, Connie Palmer, Leslie Acevedo, Ashoka Rao, Julie McCullough, Rick Dunning, Wanda Harden

**Members of Public:** Norman Bryant, E. Hill DeLoney, Elizabeth Taylor and others

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

**Approval of Agenda:** President Stanley noted that Audrey Young-Muhammad is en route and requested that the *Call to Public* agenda item be moved to follow the *Budget, Finance and Policy Committee* and the *HR Committee* item be placed ahead of the *Policy Review Committee*. Heather Kale made a motion to approve the agenda with those changes. Vivian Kao supported. Motion carried.

**Approval of 4/7/22 Regular Meeting Minutes:** Kale made a motion to approve the minutes. Brian Larkin supported. Motion carried.

#### **Finance, Budget, and Policy Committee**

**Review of Financial Statements for Month ending 3/31/22:** Connie Palmer made a brief presentation to the Board, noting that 75.07% of the fiscal year is complete. Property taxes received to date are \$2,753,654.59. To date we have used 61.39% of total expenditures. We have \$6,199,868.24 in unrestricted cash less current liabilities of \$208,723.52. Net cash available for operations is \$5,991,144.72. We have unrestricted cash to cover 18.1 months of operations. Larkin made a motion to approve the statements as presented. Kao supported. Motion carried.

**Call to Public:** Three members of the public (Norman Bryant, Elizabeth Taylor, E. Hill DeLoney) again spoke on behalf of “The Gloria Coles Initiative,” which is a recommendation by community members that the Flint Public Library be named “The Gloria Coles Flint Public Library.” Discussion ensued.

Larkin thanked those in attendance for coming tonight and continuing to work with us through this process. The naming process will require more time and more conversation. Larkin said that he takes ownership and feels intentional about this process, and again thanked the initiative group for continuing to come to these meetings.

Stanley remarked that we all value the legacy of Ms. Coles and the work that she done in this community. At the first meeting there was discussion of a policy related to this matter, and that discussion began immediately afterward. The first reading will be held tonight and discussed.

Discussion ensued regarding the meeting minutes from 4/7/22. Larkin made a motion to amend the 4/7/22 minutes (Page 2, under Ad-Hoc Committee, fifth paragraph) to read as follows: DeLoney stated that they want *to add to* the name of the *building library* to be *changed to* the Gloria Coles Flint Public Library to honor Ms. Coles. Audrey Young-Muhammad supported. Motion carried.

Discussion ensued. Larkin made a motion to rescind the previous motion in order to provide time for feedback. Young-Muhammad supported. Motion carried. The amended draft minutes will be available to the public 10 days after this meeting, and the approval of those minutes will be placed on the June agenda. A brief discussion ensued.

### **Updates from Board Committees**

**Building Reno Committee:** Director Schwartz shared that we have successfully received our Certificate of Occupancy and we continue to work through the punch list with our architects. A lot of tech items are currently being installed. We launched the new website yesterday, though the meeting room reservation system is not online yet. There are so many things to do, but we are anxious to get back to our public in our own building.

**Fundraising & PR Committee:** The campaign total with pledges to date is \$111,475.49. Plans continue for the 6/6 Learn for Life breakfast event and table hosts are still needed. Please see Ashoka Rao if you would like to participate.

### **HR Committee**

**Director of Library Services Job Title:** Kale made a motion to change the title of Director of Library Services to Executive Director. Larkin supported. Motion carried.

**Review of Director Evaluation Procedure:** Kale noted that the process is beginning now. The Executive Director will forward her self-evaluation to the committee chair and results will be brought to the Board in August. Plans are being made to present the evaluation in an electronic format through Google forms or another medium.

### **Policy Review Committee**

**Proposed revision-Policy on Patron Conduct:** Kale made a motion to accept the revised Patron Conduct Policy as presented. Larkin supported. Motion carried. (Full policy is available upon request.)

**Proposed revision-Meeting Room Policy:** Larkin made a motion to accept the revised Meeting Room Policy as presented. Kao supported. Motion carried. (Full policy is available upon request.)

**Executive Committee**

**Proposed new policy-Naming Policy and Guidelines:** Mrs. Stanley expressed that this should be a first reading of the policy which will be brought forth for a formal vote at the June meeting, and asked for Board feedback. Discussion ensued. Schwartz remarked that the Board has the authority to determine by what name FPL will be known to the public, regardless of its name for legal purposes, much like a “Doing Business As” designation for a business.

**Old Business:** None.

**New Business-Board Succession Planning Process**

**Succession Planning Proposal 2 from the Leadership Group LLC and Dr. Lynda K.**

**Jeffries:** Larkin made a motion for the Board to approve the succession planning proposal and authorized Executive Director Schwartz to accept the proposal. Kale supported. Motion carried.

**Nominating Process for terms ending 9/30/2022:** Larkin noted that his Board term, along with the terms of President Stanley and Dean Yeotis will all be expiring 9/30/22. Due to term limits, Larkin is not eligible for reappointment, but Stanley and Yeotis may be reappointed. The usual process is for the Nominating Committee to meet and then bring forward the names of potential candidates. Larkin will work with Schwartz to gather names.

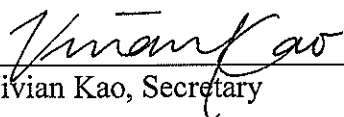
**President’s Remarks:** Stanley thanked the trustees for their time and support as we move forward into a new era. Thanks also to Kay Schwartz and staff for making all of this happen.

**Director’s Remarks:** Grand opening weekend is shaping up. The Whiting lot will serve as our overflow parking and we will have the MTA trolley for shuttle service to our parking lot on Saturday 5/21 from 11-5. Please contact Julie McCullough if you would like to take one of the sneak peek tours or if you would like to serve as a volunteer guide during opening weekend.

**Longevity Payments for Executive Director:** Larkin stated that Executive Director Schwartz has done an amazing job leading this team, and we appreciate her so much. He made a motion to give longevity payments to the Executive Director in the same amount, timing, and payment as staff. Kao supported. Motion carried.

**Upcoming Activities:** Leslie Acevedo distributed the new FPL calendar of events and mentioned several programs including Family Yoga, Evening Book Club, and the newly named Armchair Explorer.

**Adjournment:** The meeting was adjourned by unanimous consent at 7:50 pm.

  
Vivian Kao, Secretary