

**Flint Public Library
Finance and Budget Committee
January 27, 2022 5:30 p.m.
Virtual Meeting via Zoom as permitted by law**

Members present Brian Larkin, Dean Yeotis, Jim Richardson, Matthew Schlinker,
 Marc Baines, Asa Zaccaro, Andy Watchorn
Staff present: Director of Library Services Kay Schwartz
 Director of Finance, HR & Facilities Connie Palmer
 Finance & HR Assistant Tina Hayes
 Librarian Janet O’Keefe as Zoom facilitator

Mr. Larkin called the Finance Committee meeting to order at 5:35 p.m.

Roll call: Mr. Larkin requested that committee members identify themselves and state their location. The response was as follows:

Jim Richardson	Flint, MI
Asa Zaccaro	Flint, MI
Dean Yeotis	Flint, MI
Andy Watchorn	Flint, MI
Mathew Schlinker	Goodrich, MI
Marc Baines	Grand Blanc, MI
Brian Larkin	Flint, MI

Mr. Larkin requested a motion to approve the agenda. Director Schwartz and Mrs. Palmer requested the committee table the items under New Business, General Fund Budget Amendment #1 FY 22 and Capital Projects Budget Amendment #1 FY 22 to the February 24, 2022 meeting. Mr. Watchorn made a motion to approve the agenda with the tabling of the new business items as requested, Mr. Schlinker seconded. The question was called, all present voting aye, no nays or abstentions. Motion passed.

A call was made to the public. No public attending via ZOOM wished to address the committee.

The committee reviewed the minutes from the November 18, 2021 meeting. Mr. Richardson made a motion to accept and file the November 18, 2021 minutes, Mr. Watchorn seconded. The question was called, all present voting aye, no nays or abstentions.

Old Business

Financial Statements and Investment Report – for the period ending December 31, 2021
Mr. Larkin asked Mrs. Palmer to review the financial statements and investment report for all funds for the period ending December 31, 2021. The financial statements and investment report were displayed on screen. Mrs. Palmer reviewed the financial statements and the investment schedule for the general fund, the capital projects private fund and public fund and the debt service fund with the committee. Discussion ensued. Mr. Larkin requested a motion to recommend the statements to the Board of Trustees for approval. Mr. Richardson made the motion and Mr. Yeotis seconded. Mr. Larkin called the question, all present voting aye, no nays, or abstentions.

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New Business

Tabled to February 24, 2022 meeting.

Reports

Directors Report and Capital Projects update

Director Schwartz reported on the following:

- Supply chain issues are affecting the building renovation project as we move towards the final pieces of the project. This has led to a change in date for the ribbon cutting for the renovated building. We have tentatively scheduled the ribbon cutting to occur on April 21, 2022.
- The project continues to move forward in spite of the supply chain issues. The carpet needed to complete the main floor has arrived and scheduled for installation. The terrazzo for the learning stair is in transit.
- We are making final decisions regarding necessary changes to the shelving layout and type on the main floor. We are also making final decisions on changes to the outside lighting to resolve issue of brightness after public hours in the evening.
- We are still working under a temporary certificate of occupancy at Kearsley Street. The City of Flint building department has been fabulous in its guidance and expertise in getting us to this point.

Board Report

Mr. Larkin reported the Board would have an education session on Friday, January 28, 2022 at the library. Ms. Lynda Jeffries from the Leadership Group will facilitate the meeting. The board will receive education regarding the funding of the library, the renovation project funding, best practices for board operation and succession planning.

Mr. Larkin called for a motion to adjourn. Mr. Richardson made the motion and Mr. Yeotis seconded. Mr. Larkin called for a vote, all in attendance voting aye, no nays or abstentions. Meeting adjourned at 6:35 p.m.

Respectfully submitted,
Connie Palmer

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