

**Flint Public Library
Finance and Budget Committee
August 26, 2021 5:30 p.m.
Virtual Meeting via Zoom as permitted by law**

Members present Brian Larkin, Jim Richardson, Marc Baines, Asa Zuccaro
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 5:38 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
Marc Baines	Grand Blanc, MI
Asa Zuccaro	Flint, MI
Brian Larkin	Flint, MI

Mr. Larkin requested a motion to approve the agenda. Mr. Richardson made a motion to approve the agenda, Mr. Zuccaro 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 June 21, 2021 meeting. Mr. Richardson made a motion to accept and file the June 21, 2021 minutes, Mr. Baines seconded. The question was called, all present voting aye, no nays or abstentions.

Old Business

Financial Statements and Investment Report – all funds for the fiscal year ending June 30, 2021 - preaudit

Mr. Larkin asked Mrs. Palmer to review the financial statements and investment report for all funds for the fiscal year ending June 30, 2021. The financial statements and investment report were displayed on screen. The statements are preaudit which means they do not include any potential audit adjustments and represent the information for the fiscal year end as given to the audit firm. 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. No action was required as the statement presentation is informational at this time.

New Business

*Medical Marijuana Facilities Licensing Act
Act 281 of 2016 – Discussion*

Mr. Larkin called upon Director Schwartz to review the act with the committee. Director Schwartz outlined the act for the committee. Libraries are not named in the act; they may only receive funds if they are part of the municipality receiving funds from the licensing and the funds are allocated to them. Director Schwartz stated that as a District Library, the Library has no claim on these funds from the City of Flint and that the library

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does not intend to request funds from the City. The committee members agreed with the Director's interpretation of the issue and decision not to pursue further. The committee thanked Director Schwartz for the update.

Reports

Directors Report and Capital Projects update

Director Schwartz and Mrs. Palmer were on site with OPN Architects last week to walk through the building. Toby Olsen, the lead architect and project manager stated, "the building is starting to breathe," which indeed it is finally! In the lower level, carpet has been laid, walls painted, cabinets installed. The elevators are in process of installation. All furniture and shelving has been ordered. Staff are working internally on technology upgrades and software for the library calendar and room reservation system. The list of items in process continues to grow. Opening day has tentatively been set for March 10, 2022 for the ribbon cutting, March 11, 2022 for a soft opening and Saturday, March 12, 2022 for the official all day grand reopening. More details will be provided later.

Board Report

Mr. Larkin reported the board had a vacancy that will be filled by the Flint Board of Education. The Board of Education has opted to post the vacancy and interview candidates.

Mr. Larkin called for a motion to adjourn. Mr. Richardson made the motion and Mr. Zucarro seconded. Mr. Larkin called for a vote, all in attendance voting aye, no nays or abstentions. Meeting adjourned at 7:02 p.m.

Respectfully submitted,
Connie Palmer

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