

BOARD OF TRUSTEES

Meeting Minutes



Date: Thursday, May 5, 2025
Time: 5:30 PM
Location: Harris Room

Gloria Coles Flint Public Library
1026 E. Kearsley Street
Flint, MI 48503

Present: Reta Stanley (President), Heather Kale (Vice President), Melissa Brown (Treasurer), Vivian Kao, Audrey Young-Muhammed (Secretary)

Absent with Notification: Asa Zuccaro

Absent without Notification: Kathy Jackson

Staff: Taliah Abdullah, Martita Moffett-Page, Jensen Sikora (minute-taker), Tina Hayes, Rick Dunning, Katie Badgley

Public: 0

CALL TO ORDER

President Stanley called the meeting to order at 5:33 PM.

APPROVAL OF AGENDA *

Treasurer Brown motioned to approve the agenda. Seconded by Trustee Kao. Motion carried.

APPROVAL OF MINUTES *

Vice President Kale motioned to approve the Regular Board Meeting Minutes from March 6, 2025 and April 3, 2025. Seconded by Trustee Kao. Motion carried.

PUBLIC COMMENTS **

None

BUDGET & FINANCE (Brown)

Treasurer Brown turned the report over to the library's Director of Finance & Human Resources, Martita Moffett-Page, who reported on the library's financial statements and investment report for the period ending on March 31, 2025. Per this report, 75.07% of the fiscal year is complete, with the following detailed balances:

REPORT ITEM	AMOUNT
YTD Revenue	\$3,706,995
YTD Expenditures	(\$2,974,717)
Net Revenue	\$732,278
Grant Activity	(\$24,693)
YTD General Fund Balance	\$707,585
YTD Property Tax Rec'd	\$3,174,447
YTD Investment Income	\$189,021
Annual Campaign Rec'd	\$37,831
Capital Campaign Rec'd	\$53,317
Net Cash Available for Ops	\$7,070,333

Trustee Kao motioned to approve the library's financial statements and investment report for the period ending on March 31, 2025. Seconded by Vice President Kale. Motion carried.

Treasurer Brown additionally reported that the Budget & Finance Committee is interested in pursuing an endowment via the Community Foundation of Greater Flint (CFGF), utilizing the monies in our Capital Fund Private account. This would be a more stable income stream, as it would provide greater annual interest yields, and could assist facilities management funding. Executive Director Abdullah recommended that a CFGF staff member present to the board in July 2025, or perhaps a representative from Huntington Bank, to give more details on how such an endowment would function for the library.

Per Vice President Kale's request, Moffett-Page presented the Governmental Fund Balance Report. This report provides a year-over-year review of the fund balance, summarizing revenue and expense changes over time. Executive Director Abdullah and the Trustees thanked Moffett-Page for working to provide these details.

OTHER REPORTS AND ACTIONS

FUNDRAISING + PR COMMITTEE (Kale)

Vice President Kale reported on data given to her by the library's Development Assistant, Cassie Mead. The following details reflect a summary of FY2025 fundraising efforts through April 30, 2025:

REPORT ITEM	AMOUNT
Total Donations Received	\$38,612
New Donor Gifts (40)	\$14,171
Increased Gifts (8)	\$2,700
Total Campaign with Pledges	\$38,612
Pledges Outstanding	\$0
FY24 Campaign (04/30/2024)	\$99,091

Vice President Kale noted that the Fundraising & Public Relations Committee didn't meet in April 2025; there was nothing new to report.

OLD BUSINESS

TRUSTEES NOMINATING PROCESS + TIMELINE (Abdullah)

Executive Director Abdullah wanted to ensure that the Board of Trustees is aware of the Trustee nomination timeline, which generally happens at this time of year. Letters need to be sent to the governing municipalities, providing recommended nominees or requesting reinstatement of existing Trustees who wish to remain on the Board.

Executive Director Abdullah asked that recommendations (including resumes) be forwarded to the Nominating Committee, which she will call together for a meeting.

NEW BUSINESS

RESOLUTION 25-415: APPROVAL OF ADOPTION OF THE "80/20" OPTION UNDER P.A. 152

Executive Director Abdullah reported on the details of this resolution, stating that Public Act 152 (known as the Publicly Funded Health Insurance Contribution Act) sets limits on the amount public employers may pay or contribute toward medical benefit costs for its employees. The library applies the "80/20" option, rather than the "hard cap" limit.

ROLL CALL VOTE: RESOLUTION 25-415

- President Stanley: **Aye**
- Vice President Kale: **Aye**
- Treasurer Brown: **Aye**
- Secretary Young-Muhammad: **Aye**
- Trustee Kao: **Aye**

- Trustee Jackson: **Absent from Meeting**
- Trustee Zuccaro: **Absent from Meeting**

Vice President Kale motioned to approve Resolution 25-415. Seconded by Trustee Kao. Motion carried.

BOARD MEETING CALENDAR FY2026 DRAFT

Executive Director Abdullah presented the draft for the FY2026 Regular Board Meeting Calendar, which must be publicly posted per the Open Meetings Act.

Treasurer Brown motioned to approve the FY2026 Regular Board Meeting calendar. Seconded by Trustee Kao. Motion carried.

PRESIDENT'S REMARKS (Stanley)

President Stanley thanked Executive Director Abdullah for providing advocacy training; she is in the process of writing a letter to advocate for the library with our local representatives. In working on this project, President Stanley perused the archives in the Local History & Genealogy department, which allowed her to provide useful historical materials for her Church.

President Stanley promised that, in her last remaining four meetings on the Board of Trustees, she will end one by 6:30pm.

LIBRARY REPORT (Abdullah)

Executive Director Abdullah reported having attended Michigan Library Advocacy Day at the Capitol in Lansing, along with adult services Librarian Malyn Berger (who presented on library advocacy at a previous meeting). She encourages Trustees to attend this annual event in the future – it usually happens near the end of April, provides informational sessions, and gives attendees an opportunity to interact with local political representatives.

More details on the Strategic Plan will be provided soon.

Executive Director Abdullah and staff in attendance reported on the following events and programs:

- Community Conversation at 4pm on Friday, May 9 with Christopher Paul Curtis, Mychal Threets, and Mari Copeny (aka Little Miss Flint).
- Explore Flint & Genesee is hosting Be a Tourist in Your Home Town is slated to happen on Saturday, May 10 from 10am to 4pm. MTA buses take routes around Flint, introducing locals to a variety of venues – including the library and Cultural Center.
- The Build Your Home Library event will be traveling to Holmes Elementary as part of their Literacy Night, starting at 5:30pm on Thursday, May 15.

- Learn for Life will be held on Monday, September 15. Details are still being worked out.
- The Friends of the Flint Public Library hold a drop-off to collect books, games, and other materials on the first Saturday of the month.

CLOSED SESSION (PERSONNEL-RELATED)

Trustee Kao motioned to go into a closed session to discuss personnel. Seconded by Treasurer Brown. Motion carried. The meeting went into closed session at 06:34 PM.

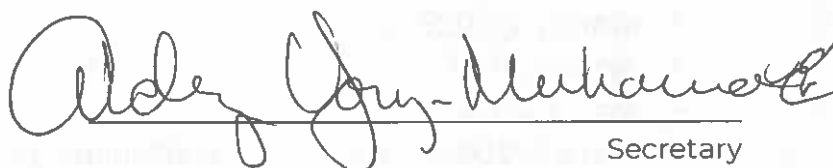
ROLL CALL VOTE: CLOSED SESSION

- President Stanley: **Aye**
- Vice President Kale: **Aye**
- Treasurer Brown: **Aye**
- Secretary Young-Muhammad: **Aye**
- Trustee Kao: **Aye**
- Trustee Jackson: **Absent from Meeting**
- Trustee Zuccaro: **Absent from Meeting**

Secretary Young-Muhammad motioned to go into open session. Seconded by Treasurer Brown. The meeting came back into open session at 7:21 PM.

ADJOURNMENT

President Stanley called to adjourn the meeting at 7:21 PM. Treasurer Brown motioned to approve adjournment. Seconded by Trustee Kao. Motion carried.

A handwritten signature in black ink, appearing to read "Aley Young-Muhammad", written over a horizontal line.

Secretary