

Flint District Library
April 1, 2021 Regular Board Meeting
Meeting held by Zoom, 5:30 pm

Present: Mrs. Reta Stanley, Mr. Brian Larkin, Ms. Kathy Jackson,
Mr. Moses Bingham, Mr. Dean Yeotis, Ms. Vivian Kao

Absent: Ms. Heather Kale

Staff: Mrs. Kay Schwartz, Mrs. Connie Palmer, Ms. Leslie Acevedo, Mr. Rick Dunning, Mrs. Ashoka Rao, Mrs. Wanda Harden, Mrs. Julie McCullough, Ms. Tina Hayes, Ms. Janet O'Keefe

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

Roll Call-Trustees: The trustees listed above indicated they were present and currently located in Flint, MI. Ms. Kao was roll called in at 5:46 pm.

Approval of Revised Agenda: The agenda was revised when the meeting transferred from in person to virtual, which required a roll call. Mr. Bingham made a motion to approve the revised agenda. Mr. Yeotis supported. Motion carried.

Call to Public: There were no questions or comments from the public.

Approval of 3/4/21 Regular Meeting Minutes: Mr. Larkin made a motion to approve. Mr. Yeotis supported. Motion carried.

Finance, Budget, and Policy Committee

Monthly Financial and Investment Report ending 2/31/20: Mrs. Palmer made a brief presentation to the Board, noting that 66% of the fiscal year is complete. Property taxes received to date is 7% greater than Fiscal year 2020. To date we have used 51.86% of total expenditures. We have \$5,367,095.34 in unrestricted cash liabilities. Net cash available for operations is \$5,220,882.67. We have unrestricted cash to cover 16.1 months of operations. Mr. Larkin made a motion to approve the report. Ms. Jackson supported. Motion carried.

Resolution 21-365-Resolution to Award Landscaping & Irrigation Contract for the Renovated Building at 1026 E. Kearsley Street Flint, MI 48503: The Board of Trustees of the Flint Public Library, began in 2015 to consider a plan for the renovation of the building at 1026 E. Kearsley Street. A nationwide bid request for architect services specializing in library design was conducted of which OPN Architects from Cedar Rapids, Iowa were chosen. OPN was engaged to create the design and prepare construction documents for the renovation of the facility. The Board of Trustees adopted the design created by OPN at their regularly scheduled board meeting on April 4, 2019; and

A statewide bid request for construction management services, estimating and bid procurement was conducted of which Clark Construction of Lansing, Michigan was chosen and engaged on June 1, 2017; and

The Board of Trustees placed on the ballot on November 5, 2019 a bond proposal for the renovation of the building for a sum not to exceed \$12,600,000. 70% of the electors of the City of Flint voted in favor of the bond proposal request; and

The C. S. Mott Foundation awarded a grant of \$15,000,000 to provide additional necessary funding upon the approval by the electors of the bond proposal request, the Ruth Mott Foundation awarded a grant of \$1,000,000 and the Community Foundation of Greater Flint awarded a grant of \$50,000;

The Director authorized the construction management company, Clark Construction and the Director of Finance, HR and Facilities to prepare public bids for the landscape and irrigation work to be performed; and

The request for bids was advertised publicly in the Flint Journal, the Builder’s Exchange website, other trade websites and Flint Public Library’s website. A contractor walk through was completed on March 10, 2021. Bids were submitted hard copy to Clark Construction and opened at a virtual bid opening on March 22, 2020 at 2:00 p.m., and tabulated by Clark Construction. Clark Construction vetted the contractors to determine that all bid requirements were met; and

The Director requests based on the recommendation of Clark Construction and the Director of Finance, HR & Facilities the award of the following contracts for the landscaping of the facility at 1026 E. Kearsley Street and the authority to sign all contracts on behalf of the Flint Public Library:

	Bid Category	Vendor Name	Bid Award
032B	Landscaping & Irrigation	KLM Landscaping	\$ 222,530

The contractors awarded the bid will provide the necessary W-9’s, performance bonds and proof of insurances required prior to the receipt of the signed contracts.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Board hereby resolves that it awards the contracts for the landscaping and irrigation of the facility at 1026 E. Kearsley Street as noted herein and authorizes the Director of Library Services, Kathryn L. Schwartz to sign all contracts on behalf of the Board of Trustees.

Mr. Larkin made a motion to approve the resolution as presented. Ms. Kao supported. Roll call vote: Larkin-aye, Bingham-aye, Yeotis-aye, Kao – aye, Jackson – aye, Stanley-aye. Motion carried.

Updates from Board Committees

Building Reno Committee: Discussion was held about the HVAC, and water filtration systems. The lower level of the library has drywall being hung. Water hookup has happened in the building and also to the fire hydrant. AED and Narcan boxes will be installed on all floors.

Fundraising & PR Committee: The Annual Campaign total to date is over \$86k, and plans for a spring patron donor campaign and the annual donor event continue.

Other Committees: None.

President’s Remarks: Mrs. Stanley commented on the recent donor event and how much she enjoyed the event, also how important all of the donors to FPL are no matter the amount of the donation.

Director’s Remarks

- The City of Flint emergency order is still in effect so virtual meetings can continue until that order is lifted.

- Lots of new and exciting things are coming together for the new library including a new website, RFID and new branding and logo work. A plan is currently being discussed on releasing these items in the fall to build momentum to the ribbon cutting in late February.

Upcoming Activities: Ms. Acevedo shared details of several virtual programs and activities including Booked for Lunch, virtual Bookie Babies beginning in April and the upcoming family concerts. Also we are planning to hire 6 teens this summer through a grant for summer outreach.

Final Remarks: Mr. Larkin recognized Ms. Stanley for her recent Libby Award through the Community Foundation of Greater Flint.

Adjournment: Ms. Jackson made a motion to adjourn. Mr. Larkin supported. The meeting was adjourned by unanimous consent at 6:30 pm.

Reta Stanley 7.26.2021
Mrs. Reta Stanley, President