

Flint Public Library
Finance and Budget Committee
February 24, 2022 5:30 p.m.
Virtual Meeting via Zoom as permitted by law

Members present Brian Larkin, Kathy Jackson, Jim Richardson, Matthew Schlinker,
 Marc Baines, Asa Zuccaro, 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 5:36 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 Zuccaro	Flint, MI
Kathy Jackson	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 item under New Business, Capital Projects Budget Amendment #1 FY 22 to the April 28, 2022 meeting. Ms. Jackson made a motion to approve the agenda with the tabling of the new business item 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 January 27, 2022 meeting. Mr. Richardson made a motion to accept and file the January 27, 2022 minutes, Ms. Jackson seconded. The question was called, all present voting aye, no nays or abstentions.

Old Business

Financial Statements and Investment Report – for the period ending January 31, 2022
Mr. Larkin asked Mrs. Palmer to review the financial statements and investment report for all funds for the period ending January 31, 2022. 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. Baines made the motion and Mr. Watchorn seconded. Mr. Larkin called the question, all present voting aye, no nays, or abstentions.

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New Business

General Fund Budget Amendment # 1 FY 22

Mr. Larkin called upon Director Schwartz to review Resolution 22-378 Flint Public Library 2022 General Fund Appropriations as amended with the committee. Director Schwartz and Mrs. Palmer reviewed the overall summary of the general fund budget amendment and the estimated fund balance available and projected with the committee. The following items were noted in the budget amendment:

- slight increase in revenue
- negotiated changes in salary and corresponding increases in benefits,
- requested use of unassigned fund balance for the RFID collection tagging and inventory project,
- requested use of assigned fund balance (the net revenue over expenditures from development capital projects) from fiscal year ending June 30, 2021 to transfer to the capital projects private fund.

Mr. Larkin requested a motion to recommend Resolution 22-378 Flint Public Library 2021 General Fund Appropriations Act as amended to the Board of Trustees for approval. Mr. Watchorn made the motion and Mr. Schlinker seconded. Mr. Larkin called the question, all present voting aye, no nays, or abstentions.

Reports

Directors Report and Capital Projects update

Director Schwartz reported we are still working towards a tentative opening date. Director Schwartz stressed the importance of making sure all staff has all the necessary training and time to practice using all of the new systems.

Board Report

Mr. Larkin reported the Board did not meet in February due to weather. The Board did have an education retreat with the full board in attendance. Mr. Larkin requested that all members keep President Stanley in their thoughts as her husband, Woodrow, passed.

Mr. Larkin called for a motion to adjourn. Mr. Baines made the motion and Mr. Watchorn seconded. Mr. Larkin called for a vote, all in attendance voting aye, no nays or abstentions. Meeting adjourned at 7:11 p.m.

Respectfully submitted,
Connie Palmer

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