Members present Brian Larkin, Jim Richardson, Asa Zuccaro, Andy Watchorn,

Marc Baines

Director of Library Services Kay Schwartz Staff present:

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 5:34 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 Flint, MI Asa Zuccaro Andy Watchorn Flint, MI

Marc Baines Grand Blanc, 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 April 27, 2021 meeting. Mr. Richardson made a motion to accept and file the April 27, 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 month ending April 30, 2021

Mr. Larkin asked Mrs. Palmer to review the financial statements and investment report for all funds for the month ending April 30, 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. Baines made the motion and Mr. Watchorn seconded. Mr. Larkin called the question, all present voting aye, no nays, or abstentions.

New Business

Board Proposed Resolution 21-366 80/20 Option

Mr. Larkin called upon Director Schwartz to review the resolution with the committee. Director Schwartz reported the resolution is required under Michigan Compiled Law. Public Act 152, Publicly Funded Health Insurance Contribution Act. The Act sets forth

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the limits a public entity can pay towards employee health insurance. The Act allows either a flat rate per type of coverage (single, double or family) times the number of employees with that type of coverage) or the entity paying 80% of the premium cost and the employee paying 20%. The Board must approve the resolution each year. Director Schwartz is recommending the resolution for approval. Discussion ensued. Mr. Larking requested a motion to recommend Resolution 21-366 to the Board of Trustees for approval. Mr. Richardson made the motion, Mr. Baines seconded. Mr. Larkin called the questions, all present voting aye, no nays or abstentions.

Presentation of Budgets Fiscal Year ending June 30, 2022 (FY 22)

Mr. Larkin called upon Director Schwartz to review Resolution 21-367 Flint Public Library 2022 General Fund Appropriations with the committee. Director Schwartz reviewed the overall major revenue assumptions and expenditure assumptions. Director Schwartz and Mrs. Palmer reviewed the overall summary of the general fund budget, the object detail and the estimated fund balance available and projected with the committee. The resolution also requests that the Board of Trustees levy 4.0 mills of operating millage in FY 2022 on the July 2021 summer tax bill. Discussion ensued. Mr. Larkin requested a motion to recommend Resolution 21-367 Flint Public Library 2022 General Fund Appropriations Act to the Board of Trustees for approval. Mr. Watchorn made the motion and Mr. Richardson seconded. Mr. Larkin called the question, all present voting aye, no nays, or abstentions.

Mr. Larkin called upon Director Schwartz to review Resolution 21-368 Flint Public Library 2022 Debt Service Fund 2020 Library Building and Site Bonds 2022 Appropriations with the committee. Director Schwartz and Mrs. Palmer reviewed the overall summary of the debt service fund budget and the estimated fund balance available and projected with the committee. The resolution also requests that the Board of Trustees levy 1.82 mills of debt millage in FY 22 on the July 2021 summer tax bill. The millage rate was determined based on an analysis by PFM the financial advisors for the bond issue. Discussion ensued. Mr. Larkin requested a motion to recommend to the Board of Trustees Resolution 21-368 Flint Public Library 2022 Debt Service Fund 2020 Library Building and Site Bonds 2022 Appropriations for approval. Mr. Watchorn made the motion and Mr. Baines seconded. Mr. Larkin called the question, all present voting aye, no nays, or abstentions

Mr. Larkin called upon Director Schwartz to review Resolution 21-369 Flint Public Library 2022 Capital Projects Fund – Private Appropriations with the committee. Director Schwartz and Mrs. Palmer reviewed the overall summary of the capital projects budgets as projected for FY 21 and FY 22. It is estimated that the Capital Projects Fund – Public funds will be exhausted by June 30, 2021. If they are not, a budget for FY 22 will be brought forth at the June 24, 2021 Finance and Board meeting. Discussion ensued. Mr. Larkin requested a motion to recommend Resolution 21-369 Flint Public Library 2022 Capital Projects Fund – Private Appropriations with the committee to the Board of Trustees. Mr. Richardson made the motion and Mr. Baines seconded. Mr. Larkin called the question, all present voting aye, no nays, or abstentions.

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Notice of the upcoming budget hearing was published in the Flint Journal public notices section on May 27, 2021 and on MLIVE the same day. The budget was available for public view (hard copy) in the Annex of the Library and on the library website at https://fpl.info/about-us/information/public-documents.

Mr. Larkin presented the proposed meeting calendar for fiscal year 22. The committee reviewed the calendar as presented:

July 2021 No meeting August 2021 Thursday, August 26, 2021 September 2021 Thursday, September 23, 2021 October 2021 Thursday, October 28, 2021 November 2021 Thursday, November 18, 2021 December 2021 Thursday, December 16, 2021 January 2022 Thursday, January 27, 2022 February 2022 Thursday, February 24, 2022 March 2022 Thursday, March 24, 2022 **April 2022** Thursday, April 28, 2022 May 2022 Thursday, May 26, 2022 June 2022

Thursday, June 23, 2022

The meeting will be held either virtual or in person to be determined based on current emergency orders in the City of Flint. Discussion ensued. Mr. Larkin requested a motion accepting the meeting calendar for FY 22. Mr. Watchorn made the motion and Mr. Richardson seconded. Mr. Larkin called the question, all present voting aye, no nays or abstentions.

Reports

Directors Report and Capital Projects update Director Schwarz reported on the following:

1026 E. Kearsley renovation –

- Director Schwartz reported the project is going very well. The architects were here on May 11 –May 12. They were very pleased with the progress.
- The furniture bids have been received and are being evaluated by the design team at OPN Architects.

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- A vendor has been selected for the self-check systems, the RFID conversion and the security gates. A vendor has also been selected for replacing the PC and Print Control Software.
- Vendor's quotes are being reviewed for, website design and management and a new events and room reservation system.
- The library has collaborated with the Flint Art Project to have a mural painted on the concrete walls of the area outside the new genealogy room. This area was previously known as the "pit" as its purpose was to provide light to the lower level. The renovated building will have windows on the entire side of the building allowing all floors to see this area. Director Schwartz, Communications Manager Wanda Harden and Trustee Moses Bingham have a selected a staff committee to work with them on this project along with the Director of the Flint Art Project, Joe Schipani and the artist Kevin Burdick.

Board Report

Mr. Larkin reported the board was continuing its work and meeting regularly. The board is in the process of working to fill positions that will open in the fall.

Mr. Larkin called for a motion to adjourn. Mr. Watchorn made the motion and Mr. Richardson seconded. Mr. Larkin called for a vote, all in attendance voting aye, no nays or abstentions. Meeting adjourned at 7:28 p.m.

Respectfully submitted, Connie Palmer