

BOARD OF TRUSTEES

Regular Meeting Minutes



Date: Thursday, August 1, 2024
Time: 5:30 PM
Location: Harris Room

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

Present: Heather Kale (Vice President), Vivian Kao (Secretary), Melissa Brown, Audrey Young-Muhammad

Absent with Notification: Reta Stanley (President), Brian Larkin (Treasurer), Kathy Jackson

Absent without Notification:

Staff: Taliah Abdullah, Martita Moffett-Page, Rick Dunning, Regina Renee Nyégbeh, Katie Badgley, Eileen Button

Public: 0

CALL TO ORDER

Vice President Kale called the meeting to order at 5:48 PM.

APPROVAL OF AGENDA *

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

APPROVAL OF MINUTES *

Secretary Kao motioned to approve the Annual and Regular Board Meeting Minutes from July 11, 2024. Seconded by Trustee Brown. Motion carried.

PUBLIC COMMENTS **

None

BUDGET AND FINANCE COMMITTEE *

Approving financial statements was not included on the agenda, as the most current statement was presented and approved at the Final Budget and Regular Board Meeting on July 1, 2024. Martita Moffett-Page delivered the following updates regarding the end of the 2024 Fiscal Year:

The Finance Department is preparing for the annual audit. Plante Moran will be here for a week starting August 26. Finance will be working with Plante Moran to fulfill any requests they have during the week.

Trustee Young-Muhammad motioned to approve the Budget and Finance report. Seconded by Secretary Kao. Motion carried.

OTHER REPORTS AND ACTIONS

FUNDRAISING 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 fundraising efforts for FY 2024:

REPORT ITEM	AMOUNT
New Donor Gifts (4)	\$3,061
Increased Gifts (1)	\$375
Total Donations Received	\$136,139

Campaign was around \$18,000 this time last year. Just met with Executive Director Abdullah to discuss filling the Director of Development position. Trustee Brown asked if there were any fundraising efforts the Board should be promoting to others. Executive Director Abdullah said not at this time.

PUBLIC RELATIONS COMMITTEE (Kale)

The Public Relations Committee had nothing to report, as Vice President Kale has not been able to meet with the library’s Marketing & Community Relations Coordinator, Shana Rowser.

OLD BUSINESS

Executive Director Abdullah reported that the “Check It Out” statue has officially been gifted to the Library by the Koegel family. There will be a write-up about it soon.

NEW BUSINESS

There was no new business to report.

[VICE] PRESIDENT’S REMARKS (Kale)

Vice President Kale reported that she and Trustee Brown attended a presentation by Executive Director Abdullah at the Rotary Club. Trustee Brown liked the activity that Executive Director Abdullah led for the group, as it encouraged everyone to think about libraries and their childhood.

EXECUTIVE DIRECTOR’S REPORT (Abdullah)

Executive Director Abdullah reported on the following items:

- Staff member Eileen Button is working with the Sorscher family to finalize the details for the naming of Conference Room C.
- The Director of Development position job description is being updated, which will be posted soon.
- The National Conference of African American Librarians that she and Director of Library Services Nyégbeh attended the previous week went very well.

UPCOMING EVENTS

Director of Library Services Nyégbeh presented about the Black Life and Literature Book Club, which starts on Saturday, August 10.

Manager of Youth Services Badgley presented about the Summer Reading Challenge finale, which takes place on Saturday, August 3. It will include a gaming truck, as well as a performance by Kuungana African Drum and Dance Company.

Trustee Brown talked about the Genesee Community Health Center for Patient Appreciation Day on August 7, and that the Library will be participating. Executive Director Abdullah reported that the Library will also be part of the route for the Be a Tourist in Your Hometown event on August 10.

CLOSED SESSION — Personnel Matter

Trustee Young Muhammad motioned to go into a closed session to discuss personnel. Motion seconded by Secretary Kao. Motion carried. The meeting went into a closed session at 6:05pm, and the open session reconvened at 6:12pm.

ADJOURNMENT

Trustee Young-Muhammad motioned to adjourn. Seconded by Secretary Kao. Motion carried and Vice President Kale adjourned the meeting at 6:16 PM.


Secretary