

BOARD OF TRUSTEES

Meeting Minutes



Date: Thursday, November 7, 2024
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), Audrey Young-Muhammad (Secretary), Melissa Brown (Treasurer), Vivian Kao, Asa Zuccaro

Absent with Notification:

Absent without Notification: Kathy Jackson

Staff: Taliah Abdullah, Martita Moffett-Page, Regina Renee Nyégbéh, Rick Dunning, Tina Hayes, Jensen Sikora, Eileen Button, Katie Badgley, Robert White, Malyn Berger

Public: 3

CALL TO ORDER

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

APPROVAL OF AGENDA *

Vice President Kale motioned to approve the agenda. Seconded by Trustee Kao. Motion carried.

APPROVAL OF MINUTES *

Trustee Kao motioned to approve the Regular Board Meeting Minutes from October 3, 2024. Seconded by Treasurer Brown. Motion carried.

PUBLIC COMMENTS **

MERCEDES KITCHEN COOKING UP SUCCESS

Mercedes Kinnee presented details about her nonprofit organization, Mercedes Kitchen Cooking Up Success, which focuses on teaching table etiquette to girls ages 10 to 13 years of age. Kinnee is seeking donations to provide instruction to approximately 28 students. She hopes to host these classes at Whaley House and/or the Applewood Estate.

BUDGET & FINANCE (Moffett-Page)

Martita Moffett-Page reported on the library's financial statements and investment report for the period ending on September 30, 2024. Per this report, 25.21% of the fiscal year is complete, with the following detailed balances:

REPORT ITEM	AMOUNT
YTD Revenue	\$2,426,524
YTD Expenditures	\$1,118,766
Net Revenue	\$1,307,759
Grant Activity	\$9,445
YTD General Fund Balance	\$1,317,203
YTD Property Tax Rec'd	\$2,307,385
YTD Investment Income	\$83,498
Annual Campaign Rec'd	\$9,690
Capital Campaign Rec'd	\$19,726
Net Cash Available for Ops	\$7,696,603

Secretary Young-Muhammad motioned to approve the library's financial statements and investment report for the period ending on September 30, 2024. Seconded by Vice President Kale. Motion carried.

QUESTIONS REGARDING GENERAL FINANCE & BUDGET REPORT

Vice President Kale asked for clarification about the purpose of the Public Funds Hybrid Checking account, which Moffett-Page stated is an account used to pay debt.

At the last Finance & Budget Committee meeting, Treasurer Brown inquired about financial improvement at the library. Fundraising was identified as the main area of focus. In addition to this area, developing an endowment to support building repairs and long term investments, as well as reaching out to the Michigan Reserve Fund organization to help with a facilities review.

Vice President Kale will be taking these matters back to the Fundraising & PR Committee, and will work to get the Community Foundation of Greater Flint to give a presentation on these types of fundraising.

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 FY25 fundraising efforts through October 29, 2024:

REPORT ITEM	AMOUNT
Total Donations Received	\$10,632
New Donor Gifts (8)	\$1,046
Increased Gifts (2)	\$375
Total Campaign with Pledges	\$10,632
Pledges Outstanding	\$0
FY24 Campaign (10/29/2023)	\$26,636

The Annual Appeal will be going out before the Thanksgiving break. Work will also be done to improve the website, which will hopefully help in fundraising efforts. This will include the "About the Library" page, as well as pages that lead to charitable giving. The goal of the annual appeal has not yet been established.

Treasurer Brown inquired about whether or not library users are invited to give during the Annual Appeal, specifically focusing on those patrons who reserve space at the library. Vice President Kale confirmed that this has not been the focus, and instead the mailing list includes donors who haven't given in some time.

Trustee Zuccaro asked about fundraising events regularly held at the library. The Learn for Life Breakfast was identified as the main event focus for fundraising; President Stanley requested that Vice President Kale present about this initiative, to inform new trustees about past practices.

Executive Director Taliah Abdullah stated that the Director of Development interviews will begin next week. Interviews will continue until the position is filled.

PUBLIC RELATIONS COMMITTEE (Kale)

The library's Marketing & Community Relations Coordinator Shana Rowser will be working on metrics with Vice President Kale, so they can present public relations statistics to the board moving forward.

OLD BUSINESS

There is no old business to report.

NEW BUSINESS**STAFF PRESENTATION OF MLA CONFERENCE**

Adult Services Librarian Eileen Button, Youth Services Librarian Robert White, and Youth Services Manager Katie Badgley presented about their experience at the recent Michigan Library Association Conference.

- **Robert White:** At the conference, he was Impressed that the Gloria Coles Flint Public Library already abides by current best practices. This includes things like book displays that emphasize diversity, as well as the ways we accommodate patrons and develop community partnerships for diverse programming. As a result of this experience, Robert is committed to putting what he learned into practice:
 - Creating book boxes for juvenile fiction, which could encourage youth to read more chapter books.
 - Enhancing his book recommendations via NoveList Plus, and reflecting more on what is added to book displays.
 - Building more passive interactions, such as the Pumpkin Naming Election, which helps youth feel like the library is theirs.
- **Katie Badgley:** At the conference, Katie's areas of focus were inspiration, programming, and leadership. While she found inspiration everywhere in her experience, these are her major takeaways for programming and leadership:
 - The Traverse Area District Library focuses on teens, making every area intentional and inviting. This includes a dedicated desk space with signage about upcoming programs, age-appropriate craft materials, recommended book lists and access to computers. In fact, the library had a row of gaming computers located amongst the graphic novels!
 - Where leadership is concerned, the emphasis was on empathy — developing a positive culture, actively listening, and celebrating others. This requires vulnerability and acceptance. A key takeaway is that empathetic leaders build trust and rapport, which leads to improved performance and a more positive work environment.
- **Eileen Button:** Eileen opened her presentation with a quote by Stacey Abrams, "Libraries are the cathedrals to what we can be in a society." Eileen focused on leadership, mental health and accessibility, and book banning while at the conference.

- The leadership themes explored were trust and feedback. Where trust is concerned, specifically that being part of a team is a state of mind, and that the best teams understand what's expected of them and are granted opportunities to utilize their strengths. Regarding feedback, she learned that there's a strong correlation between receiving positive feedback and feeling professional satisfaction. Feeling appreciated requires at least four positive details to one criticism, making finding ways to celebrate others essential.
- Being cognizant of mental health challenges aids in serving patrons and each other. This awareness leads to creating more accessible spaces, which is considered the "next big thing in libraries." Accessibility impacts every aspect of what we do from technology, to programs, and even the collection itself.
- Eileen concluded her presentation by discussing book banning, and all the ways this happens in libraries — from redaction, to relocation, to restriction, and finally removal.

Treasurer Brown reminded meeting attendees that Genesee Health Systems provides free mental health care for residents.

PRESIDENT'S REMARKS (Stanley)

President Stanley expressed excitement about everything that is happening at the library, including all improvements being made.

EXECUTIVE DIRECTOR'S REPORT (Abdullah)

Executive Director Abdullah announced that outdoor lighting is being improved, and will be installed ahead of Holiday Walk, to ensure that everyone has a safe and well-lit path to walk. Additionally, she presented about the Board of Trustees' Standing Committees, which will be discussed at the next regular meeting, and "Project 2025 and Its Consequences for Libraries." The latter focuses on the library's role in society, and essential considerations for libraries as changes are anticipated in prioritizing support and funding for libraries and educational institutions with the incoming presidential administration.

UPCOMING EVENTS

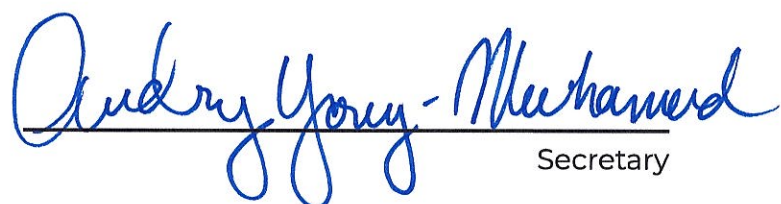
The library's leadership team reported on the following events and programs:

- **Build Your Home Library** is being held this Saturday. Funded by the A. G. Bishop grant, there are \$7,000 worth of books to give away to families. Additionally, D. J. Say Less will be providing music, and Flint City Handmade has provided homemade winter hats as a giveaway. There is a special emphasis on banned books, and the positive impact of home libraries on literacy.

- Communities First is starting their African American Film Series on November 14, 2024 at the Flint Institute of Arts. Regina Renee Nyégbeh, our very own Director of Library Services and Operations, is the keynote speaker!

ADJOURNMENT

President Stanley called to adjourn the meeting at 6:54 PM. Treasurer Brown motioned to approve adjournment. Seconded by Trustee Kao. Motion carried.


Secretary