

**Flint District Library
November 5, 2015 Regular Board Meeting
Flint Public Library, Room 205, 5:30 p.m.**

Present: Mr. David McGhee, Ms. Linda Pylypiw, Mr. James Richardson, Mrs. Reta Stanley, Mr. Brian Larkin, Mr. Matthew Schlinker, Ms. Erycka Hunter

Staff: Mrs. Kay Schwartz, Ms. Leslie Acevedo, Mrs. Ilene Harris, Mr. Rick Dunning, Mrs. Connie Palmer, Mrs. Julie McCullough, Mrs. Wanda Harden

Call to Order: Mr. McGhee called the meeting to order at 5:32 p.m.

Approval of Agenda: Ms. Pylypiw moved approval. Mr. Larkin supported. Motion carried.

Call to Public: No members of the public had comments or questions.

Approval of Minutes: Mr. Richardson moved approval of the 10/1/15 Regular Meeting minutes. Ms. Pylypiw supported. Motion carried.

Budget, Finance and Policy Committee

Resolution 15-296-Approval to Amend General Operating Budget for FY ending

6/30/16: The Flint Public Library Board of Trustees has an obligation to approve a balanced budget by July 1st of each year, and the Flint Public Library Board of Trustees adopted a balanced budget for the fiscal year ending June 30, 2016 (FY 16) on June 4, 2015.

The FY 16 budget needs amending due to known changes in revenue expected and the approval by the voters of the City of Flint to maintain library services by the passage of the millage increase of .6 mills as put forth in the ballot proposal on November 2, 2015.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Board of Trustees of the Flint District Library hereby amends the general operating appropriations for fiscal year 2016;
2. The Board of Trustees of the Flint District Library estimated total revenues and total expenditures of the general operating fund are as follows:

Estimated Revenues - operations	\$ 3,180,003
Estimated Revenues – grants & special projects	72,395
Fund Balance –assigned, committed or reserved	473,235
Fund Balance –unreserved, uncommitted and unassigned	<u>1,591,818</u>
Total Fund Balance, July 1 Available to Appropriate	<u>\$2,065,053</u>
Total Estimated Available to Appropriate	<u>\$5,317,451</u>
Estimated Expenditures	
Governing Body	\$ 39,410
Administration	388,874
Automated Systems	199,976
Facilities	428,487

Library & Program Services	2,004,129
Development	115,565
Grants & Special Programs	<u>88,865</u>
Total Appropriated	<u>\$ 3,265,306</u>

The Library will use \$16,470 from special programs and grants committed fund balance and will add \$3,563 to unassigned, uncommitted and unrestricted fund balance.

3. The Board of Trustees of the Flint District Library will cause to be levied and collected a general property tax on all real and personal property within the City of Flint upon the current tax roll a millage of 4.0 mills for the operation of the Flint Public Library; 3.4 mills will be levied in July, 2015 and .6 mills in December, 2015.
4. The Board of Trustees of the Flint District Library hereby designates the Director of Library Services and the Director of Finance the right to assign fund balance as of June 30, 2016 for the amounts of prepaid expenses and accounts payable as necessary for the final reporting on the Financial Statements of the Flint Public Library as of June 30, 2016.

Mr. Richardson made a motion to approve. Ms. Hunter supported. A roll call vote was taken: Richardson-aye, Hunter-aye, Schlinker-aye, Stanley-aye, Pylypiw-aye, Larkin-aye, McGhee-aye. Motion carried.

Plante Moran Presentation of Annual Financial Report: Pam Hill and Chrystal Simpson from Plante Moran briefly reviewed the report and noted that revenues had been steadily declining for years and management has had to make some very tough decisions. In spite of this, it was a good year for us due to donations and the cutting of expenses. There were no deficiencies in the Library's annual reporting, and our books and records are in great shape with no adjustments needed. Mr. Richardson and Mrs. Schwartz expressed their sincere thanks to Mrs. Palmer and Ms. Jenkins for their diligent work on the outstanding audit. Mr. Richardson made a motion to accept the audit and the management letter. Ms. Hunter supported. Motion carried.

Pre-audit Monthly Financial and Investment Report ending September 30, 2015: Mrs. Palmer briefly reviewed the statements. Total cash is up 65.27%. Total current assets are up 32.41%. Total assets are up 15.22%. Total current liabilities are down 29.65%. Total noncurrent liabilities are down 4.64%. Total liabilities are down 15.36%. Total liabilities and net assets are up 15.22%. We have received 55.73% of our revenue budget and the fiscal year is 25% complete. Mr. Richardson made a motion to approve the statements as presented. Ms. Pylypiw supported. Motion carried.

Authorization to Apply for Grant Funding to Support Architectural Planning Project: Ms. Pylypiw made a motion to authorize the Director of Library Services to submit a grant proposal to the Charles Stewart Mott Foundation for funding architect and consultant fees for a library design project as estimated in the Discussion Draft "*Flint Public Library – Renewed, Revitalized and Reinvented for the 21st Century*" dated October 7, 2015. Mr. Larkin supported. Motion carried.

Mr. Jeff Bennett from THA distributed a revised design timeline to the group and briefly reviewed the document and answered several questions. An update will be provided at the next meeting.

Fundraising and PR Committee:

- There will be a fundraiser for FPL at the Panera Bread on Miller Road on Wednesday, November 18.
- The marketing letter to the legal community will be mailed out next week.
- Campaign totals to date are \$85k.

Millage Update: Hooray! The millage passed by a wide margin of 73% yes votes, and a small but mighty group met at Luigi's on election night to watch the election updates. It was absolutely humbling to see the generosity of Flint voters, and it inspires us to make sure that we do great work for them.

Mr. Richardson expressed his thanks to the hardy team that worked diligently for the successful completion of the campaign, those who generated funds, and to the volunteers including several staff members who worked extremely hard on the effort and were willing to speak at local organizations and churches. The Board thanked Mr. Richardson for his excellent work on the campaign.

New Business: None noted.

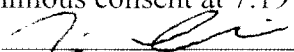
President's Remarks: Mr. McGhee thanked Mrs. Harris for her continuing fundraising efforts.

Director's Remarks:

- The *FPL Read-While-You-Wait Library* has gotten a great response and the young readers are really enjoying the books, and the barbershop owner is also very pleased with the program.
- New ALA President Sari Feldman has rolled out a public awareness project called *Libraries Transform*, indicating that we are focused right where we need to be. Hopefully the mainstream media will draw attention to this campaign.
- We have been approved for the Ruth Mott Foundation *Every Child Ready to Read and Digital Awareness* grant that we applied for in August, and we are awaiting our official award letter. The Foundation has recently adopted a strategy to put funds and resources into the north side of Flint, which will include targeted programs for residents that can be expanded to other places.

Recent & Upcoming Activities: Ms. Acevedo distributed the November Bookpages to the group and mentioned several programs including the November author visits with Richard Hill and Mercedes Kinnee and the 11/14 Blues Concert with Maurice Davis.

Adjournment: The meeting was adjourned by unanimous consent at 7:19 pm.



Mr. Brian Larkin, Secretary