

**Flint District Library  
January 7, 2016 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 (arrived at 5:40 pm), 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

**Call to Order:** Mr. McGhee called the meeting to order at 5:34 p.m.

**Approval of Agenda:** Mr. Richardson moved approval. Mr. Schlinker supported. Motion carried.

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

**Approval of Minutes:** Ms. Pylypiw moved approval of the 12/3/15 Regular Meeting minutes. Mr. Schlinker supported. Motion carried.

**Budget, Finance and Policy Committee**

**Monthly Financial and Investment Report ending November 30, 2015:** Mrs. Palmer briefly reviewed the statements. Total cash is up 53.93%. Total current assets are up 23.35%. Total assets are up 10.98%. Total current liabilities are down 37.10%. Total noncurrent liabilities are down 4.66%. Total liabilities are down 18.56%. Total liabilities and net assets are up 10.98%. We have received 58.61% of our revenue budget and the fiscal year is 41.80% complete. Mr. Richardson made a motion to approve the statements as presented. Ms. Pylypiw supported. Motion carried.

**Resolution 16-297: 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 1<sup>st</sup> 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 and amended said budget on November 2, 2015.

The FY 16 budget needs amending due to known changes in revenue expected as the result of receiving a grant from the Ruth Mott Foundation in the amount of \$300,000 to support library operations as we undertake an ambitious program of planning, prototyping and implementing to address the community's literacy gaps; and additional restricted gifts received to support the FPL Read While You Wait Library.

**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	\$ 3,455,545
Estimated Revenues - grants & special projects	97,742
Fund Balance - assigned, committed or reserved	473,235
Fund Balance - unreserved, uncommitted and unassigned	1,258,956
Total Fund Balance Available to Appropriate	<u>\$ 1,732,191</u>
Total Estimated Available to Appropriate	<u>\$ 4,812,243</u>
Estimated Expenditures	
Governing Board	\$ 39,410
Administration	418,874
Automated Systems	229,976
Facilities	444,900
Library & Program Services	2,219,379
Development	115,565
Grants & Special Programs	111,537
Total Appropriated	<u>\$ 3,579,641</u>

The Library will use assigned and reserved fund balance for building improvements of \$16,411 and will use \$13,795 from special programs and grants committed fund balance and will add \$3,852 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. Pylypiw supported. A roll call vote was taken: Hunter-aye, Larkin-aye, Pylypiw-aye, Richardson-aye, Schlinker-aye, Stanley-aye, McGhee-aye. Motion carried.

**Fundraising and PR Committee:**

- The marketing letter to the legal community was quite successful with over 3k raised through those efforts.
- Mrs. Harris will be meeting with Tina Burroughs of the Genesee County Bar Association soon to discuss the promotion of FPL's Lexis Nexis Library Express database.
- There will be a fundraiser for FPL at the Barnes & Noble on Saturday, May 7, and all are invited to volunteer or attend to support the project.
- Mrs. Harris and Mrs. Schwartz will meet with a Grand Rapids fundraising consultant group this month to talk about a possible relationship.
- Campaign totals to date are approximately \$104k.

**Old Business:** None noted.

**New Business:** None noted.

**President's Remarks:** Mr. McGhee wished the group a Happy New Year and noted that he is very excited about 2016.

**Director's Remarks:**

- Thanks to the continued generosity of the Ruth Mott Foundation, management has held several strategic planning/brainstorming sessions with our consultants and we are energized and excited to continue planning for the future.
- The Charles Stewart Mott Foundation grant proposal will be emailed tomorrow and will be considered as part of their usual grant process and timeline.
- The *FPL Read While You Wait Library* project is going very well, and we have plans to see ten such sites in the Flint community! *FPL Read While You Wait Libraries* are currently hosted at A Kut Above Barbershop and Bryant's Barbershop and are sponsored by FDL Board President Mr. McGhee.
- The Greater Flint African American Sports Hall of Fame group is looking at options to redesign and update their website. They are very excited about the process and hope to have it completed before their March 2016 banquet. The Library is a partner in this project since we have hosted their site from the beginning.
- New legislation restricting the ability of public entities to talk about upcoming millages was passed in December, and MLA is working with other organizations representing schools and municipalities to get a fix passed. As a member of the MLA Board, Mrs. Schwartz will get regular updates on this issue.

- Exciting news! We have two great new technology resources available now. *Zinio for Libraries* will allow library card holders to download a wide variety of digital magazines to their tablet, smartphone, or computer. This is such a great service, and we are so thrilled to make it available to our patrons.

*LexisNexis Library Express* is a complete tool for researching news, business and legal information. With a Flint Public Library card, a PIN and Internet access, patrons will have anytime access to U.S. and world news, as well as company and industry information. Patrons can also access complete legal databases, including law reviews, court decisions and patent information when they are in the Library using our Wi-Fi.

**Recent & Upcoming Activities:** Ms. Acevedo distributed the January Bookpages and the January/February calendar to the group and mentioned several programs including the January StoryCorps Reception and Celebration with Christopher Paul Curtis and the February Greater Flint Afro-American Sports Hall of Fame Announcement Reception.

**Facilities Update:** Mrs. Palmer briefly reviewed details concerning several building matters including a leak in the heating/ventilation/AC system and a leak in the track lighting display area on the second floor. In addition, the freight elevator is long past its useful life and is in need of an \$1,800 part, which Schindler plans to rework for us since parts are no longer available. The small freight elevator is also past its useful life. A brief discussion ensued, and an update will be provided next month.

**Adjournment:** The meeting was adjourned by unanimous consent at 6:50 pm.



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Mr. Brian Larkin, Secretary