

**Flint Public Library
Finance and Budget Committee
December 16, 2015
Room 205, 5:30 PM**

Members present: Jim Richardson, Mort Krasner
Staff present: Kathryn Schwartz, Connie Palmer, Ilene Harris

Mr. Richardson called the Finance Committee meeting to order at 5:35 p.m.

The agenda was approved as presented.

A call was made to the public, no public in attendance wished to speak.

The committee reviewed the minutes from the November 18, 2015 meeting. A motion was made by Mr. Krasner and seconded by Mr. Richardson to accept and file the November 18, 2015 minutes. Mr. Richardson called the question, all present voting aye. Motion carried.

New Business

Monthly Financial Statements and Investment schedule for the period ending November 30, 2015.

Mr. Richardson asked Mrs. Palmer to review the financial statements for the period ending November 30, 2015. Mrs. Palmer reviewed the financial statements and the investment schedule with the committee. The committee reviewed the cash and cash investments, the property tax revenues and the flow of collections, the development activity to date and the status of the budget to actual for each activity center and grants.

Discussion ensued as the committee reviewed the statements. Mr. Krasner moved and Mr. Richardson seconded forwarding with the committee's recommendation for approval, the financial statements and the investment report for the period ending November 30, 2015 to the Board of Trustees. Mr. Richardson called the question, all present voting aye.

Budget Amendment #2 for FYE June 30, 2016

Mr. Richardson called upon Director Schwartz to review the budget amendment with the committee. Director Schwartz reported the amendment was driven by the receipt of additional revenues in for the of a Ruth Foundation Operating Grant of \$300,000 that will support efforts to develop the digital literacy and Every Child Read to Read strategic initiatives. Additional revenue has been received to fund the FPL Read While You Wait Library at local barber shops.

The amendment also uses the assigned and restricted fund balance from building maintenance to fund, as per motion by the Board of Trustees at their regular meeting on December 3, 2015, in the amount of \$16,411 for the purpose of redesign and rebuild of the Loan desk area.

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Mr. Richardson moved and Mr. Krasner seconded recommending Budget Amendment #2 for fiscal year ending June 30, 2016 to the Board of Trustees for approval. Discussion ensued regarding the budget amendment as the committee reviewed the budget narrative. Mr. Richardson called the question, all present voting aye. Budget Amendment #2 for fiscal year ending June 30, 2016 will be recommended for adoption by the Board of Trustees at their next scheduled meeting.

Establishment of a Library Foundation

Mr. Richardson called upon Director Schwartz to discuss. Director Schwartz discussed with the committee the need to raise money for a renovation of the building, then perhaps additional monies for general operations. While the Library has the Friends of the Flint Public Library (FFPL) to help with such items, their structure does not lend itself to a capital campaign. The FFPL provide funding and support in different and smaller means (such as the semiannual book sales).

Director Schwartz recommends establishing a Flint Public Library Foundation before a capital campaign is undertaken. The sole mission would be to raise funds for FPL, initially for the capital initiative and then for general operations. The Foundation would be a separate 501(c) (3) organization with a board of community members focused on fundraising. Discussion ensued. The committee was supportive of establishing a foundation and some had recent experience in doing so. Director Schwartz will proceed to gather more information to move forward.

Old Business

None

Director's Report

Director Schwartz reported on the following items:

- Administration and staff are working diligently to plan the programming for the literacy strategic initiative.
- The StoryCorps recording sessions are complete. An event will be held on January 16, 2016 at 2:00 in the general reading room to celebrate the success of this program and unveil the exhibit that presents the work to the public. Ms. Acevedo has secured Christopher Paul Curtis as the keynote speaker for this event. The exhibit will transform the general reading room for the next month or two.
- The library has begun rolling out new resources for patrons that are in line with the new strategic initiatives.
 - Zinio, billed as, "The world's largest newsstand" is a digital periodical service that will allow patrons to electronically check out

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periodicals for review. As a result, the library will reduce the amount of paper periodicals ordered and archived.

- LexisNexis' public library version of the database will be available for legal, business and news purposes. Materials will be available electronically for patrons. All items except court cases can be accessed via the internet; court cases will be available from within the library. The Genesee County Bar Association is one of our marketing targets for this resource.
- We have negotiated a new contract with MOS-Xerox that will include the leasing of a 3D printer. The 3D printer will be a pop up program for patrons. Librarians will be trained on how to use and load print programs for patrons. This will be operational by March 1, 2016.

Board Report

Mr. Richardson reported on the following items:

- The Board received a presentation from THA Architects- Engineers regarding the updating of the loan desk area. The Board approved a motion to move forward with the design and request a budget amendment to unassign and unrestrict funds for this project.

There being no further business to discuss, Mr. Richardson adjourned the meeting at 7:05 p.m.

Respectfully submitted,
Connie Palmer

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