

Flint District Library
June 2, 2016 Regular Board Meeting
Flint Public Library, Room 205, 5:30 p.m.

Present: Mr. Brian Larkin, Ms. Linda Pylypiw, Mr. James Richardson, Mrs. Reta Stanley, Mr. Matthew Schlinker, Ms. Erycka Hunter (arrived 5:39 pm), Mr. David McGhee (by conference call)

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

Call to Order: Ms. Pylypiw called the meeting to order at 5:31 p.m.

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

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

Approval of 5/5/16 Minutes: Ms. Pylypiw noted a typo in the word *Berston* on page 3, third paragraph: *Afterwards, everyone boarded a mini bus for lunch at the Masonic Temple followed by a tour of north Flint with stops at Catholic Charities, ~~Benston~~ Berston Field House, and the Local Grocer.* With that correction, Mr. Richardson moved approval of the 5/5/16 Regular Meeting minutes. Mr. Larkin supported. Motion carried.

Budget, Finance and Policy Committee

Resolution 16-301—Approval to Amend General Operating Budget for FY ending 6/30/16: The Flint District Library Board of Trustees has an obligation to approve a balanced budget by July 1st of each year, and the Flint District 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, January 7, 2016 and on February 4, 2016. The FY 16 budget needs amending due to known changes in revenue expected as the result of receiving a grant from the Flint Genesee Literacy Network and funds from the State of Michigan for the UAAL obligation for the MPSERS retirement system.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

The Board of Trustees of the Flint District Library hereby amends the general operating appropriations for fiscal year 2016;

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	\$ 3,558,078
Estimated Revenues - grants & special projects	161,789
Fund Balance - assigned, committed or reserved	320,907
Fund Balance - unreserved, uncommitted and unassigned	<u>1,724,146</u>
Total Fund Balance Available to Appropriate	<u>\$ 2,045,053</u>
Total Estimated Available to Appropriate	<u>\$ 5,764,920</u>

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Estimated Expenditures

Governing Board	\$ 34,100
Administration	408,033
Automated Systems	205,018
Facilities	430,514
Library & Program Services	2,114,210
Development	115,356
Grants & Special Programs	121,401
Total Appropriated	<u>\$ 3,428,632</u>

The Library will add \$38,388 from special programs and grants committed fund balance, \$222,000 to assigned fund balance for the Ruth Mott Grant continuation in FY 17, \$25,000 to assigned fund balance for technology purchases in FY 17, \$2,000 to restricted contributions (Flint Genealogical Society) fund balance and will add \$3,848 to unassigned, uncommitted and unrestricted fund balance.

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.

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. Mr. Schlinker supported. A roll call vote was taken: Larkin-aye, Pylypiw-aye, Richardson-aye, Schlinker-aye, Stanley-aye, McGhee-aye. Motion carried.

Resolution 16-302—The Flint District Library Board of Trustees has an obligation to approve a balanced budget by July 1st of each year, and pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 26, 2016 and a public hearing on the proposed budget was held on June 2, 2016.

The Flint District Library Board of Trustees shall cause to be levied and collected a general property tax on all real property and personal property allowed by law within the City of Flint upon the current tax roll a millage of 4.0 mills for the operation of the Flint Public Library, said levy will occur on the July 1, 2016 bills.

The Flint District Library Board of Trustees adopts the budget for fiscal year 2017 (July 1, 2016 through June 30, 2017) for the general fund by activity. The Director is responsible for expenditures authorized in the budget and may expend Library funds up to, but not to exceed, the total appropriation authorized for each Activity.

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NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

The Board of Trustees of the Flint District Library hereby adopts the general operating appropriations for fiscal year 2017. 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	\$3,109,731
Estimated Revenues – grants & special projects	34,978
Fund Balance –assigned, committed or reserved	608,295
Fund Balance –unreserved, uncommitted and unassigned	<u>1,727,993</u>
Total Fund Balance, July 1 Available to Appropriate	<u>\$2,336,288</u>
Total Estimated Available to Appropriate	<u>\$5,480,997</u>
Estimated Expenditures	
Governing Body	\$ 29,610
Administration	406,761
Automated Systems	301,542
Facilities	420,782
Library & Program Services	2,076,064
Development	135,669
Grants & Special Programs	<u>93,066</u>
Total Appropriated	<u>\$3,463,494</u>

The Library will use \$58,088 from special programs and grants assigned fund balance, \$222,000 from assigned fund balance for the Ruth Mott Grant, \$25,000 assigned for technology purchases as well as \$13,695 from unreserved, uncommitted and unassigned fund balance.

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.

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, 2017 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, 2017.

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

Monthly Financial and Investment Report ending April 30, 2016: Mr. Richardson made a motion to approve the financial statements as reviewed by the Finance Committee and noted that this information was included as part of tonight's previous presentation. Mrs. Stanley supported. Motion carried.

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Brief review of City of Flint Assessor's visit: Mrs. Palmer distributed and reviewed the spreadsheets and projections that were presented by Mr. Bill Fowler at the May 25 Finance Committee meeting. Overall, Mr. Fowler has seen a bit of "positive reinforcement" over the city, and though very difficult to predict, it's possible that the resources flowing in for the water crisis could help property values in the long run. Values had actually started to recover prior to the crisis, and we can only remain hopeful that they continue to do so.

Fundraising and PR Committee:

- The May Barnes & Noble fundraiser went very well and a total of \$2400 was raised, with plans to hold a similar event at the end of this year.
- We are in the last days of the Tinker Table fundraising campaign and final numbers will be presented at the next meeting.

HR and Operations Committee: Each of the trustees received a copy of the Director's Evaluation packet, and Mr. McGhee noted that the procedure will be followed as described in the Board policy, with the results to be reviewed and discussed amongst the trustees as usual.

Old Business: None noted.

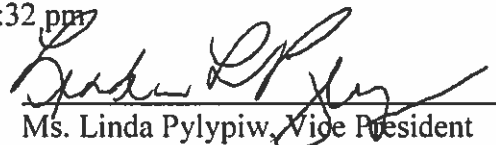
New Business: None noted.

President's Remarks: Mr. McGhee apologized for not being able to attend the meeting in person, and noted that he was in Washington D.C. on a last minute business trip covering for a colleague.

Director's Remarks: Mrs. Schwartz noted that Summer Reading Challenge activities will begin very soon, and staff is going to be out in the community working with local schools. Former staff member Donna Comstock Herman will be helping out this summer with targeted activities and other fun outreach efforts for families and kids.

Recent & Upcoming Activities: Mr. Dunning distributed the May Bookpages to the group and mentioned several programs including the upcoming Summer Reading Challenge and the June 7 author visit featuring Zane.

Adjournment: Mr. Schlinker made a motion to adjourn. Mr. Larkin supported. The meeting was adjourned by unanimous consent at 6:32 pm


Ms. Linda Pylypiw, Vice President