

**Flint District Library
June 30, 2016 Final Budget Meeting
Flint Public Library, Room 205, 5:30 p.m.**

DRAFT

Present: Mr. Brian Larkin, Mr. David McGhee (by phone), Mr. James Richardson, Mr. Matthew Schlinker

Absent with notification: Ms. Linda Pylypiw

Absent without notification: Mrs. Reta Stanley, Ms. Erycka Hunter

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

Call to Order: Mr. Larkin called the meeting to order at 5:36 p.m.

Approval of Agenda: Mr. McGhee moved approval of the agenda. Mr. Richardson supported. Motion carried.

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

Finance, Budget and Policy Committee

Financial Statements ending May 31, 2016: Mr. Richardson noted that the financial statements have already been reviewed by the Finance Committee and this information will be included as part of tonight's resolution presentation.

Resolution 16-303: Final General Fund Amendment for FY16: 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 and amended said budget on November 2, 2015, January 7, 2016 and on February 4, 2016; and June 2, 2016.

The FY 16 budget needs amending due to known changes in revenue expected as the result of receiving the property tax settlement from the Genesee County Treasurer; and known changes in expenditures.

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	\$ 3,673,263
Estimated Revenues - grants & special projects	169,289

**Flint District Library June 30, 2016 Final Budget
Meeting Page 2**

Fund Balance - assigned, committed or reserved	320,907
Fund Balance - unreserved, uncommitted and unassigned	1,724,146
Total Fund Balance Available to Appropriate	<u>\$ 2,045,053</u>
Total Estimated Available to Appropriate	<u>\$ 5,887,605</u>
Estimated Expenditures	
Governing Board	\$ 23,195
Administration	425,442
Automated Systems	282,664
Facilities	435,191
Library & Program Services	2,146,002
Development	114,517
Grants & Special Programs	126,683
Total Appropriated	<u>\$ 3,553,694</u>

The Library will add \$39,329 from special programs and grants assigned fund balance, \$221,450 to assigned fund balance for the Ruth Mott Grant continuation in FY 17, \$25,550 to assigned fund balance for technology purchases in FY 17, \$2,000 to restricted contributions (Flint Genealogical Society) fund balance and will add \$502 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 the financial statements ending May 31, 2016. Mr. Schlinker supported. Motion carried.

Mr. Richardson made a motion to approve the resolution as presented. Mr. Schlinker supported. Roll call vote: Larkin-aye, Richardson-aye, Schlinker-aye, McGhee-aye. Motion carried.

New Business-Library Director Contract: The Director's contract expires June 30, 2016. To provide time for the Board to complete the Director's personnel evaluation and complete contract renewal negotiations, the Director has proposed extending the current contract for three months. In future, we plan to move the Director's evaluation date to earlier in the fiscal

Flint District Library June 30, 2016 Final Budget Meeting Page 3

year. Mr. Schlinker made a motion to extend the Director's contract for a period of three months ending 9/30/16. Mr. Richardson supported. Motion carried.

Old Business-Affirmation of Contract Extensions: Mrs. Schwartz noted that the SEIU Local 517M Unit 240 agreed to extend their contract an additional year and also to a one time signing bonus for each full time staff member in the amount of \$300.00 and \$150.00 for each part time staff member. A provision to allow the library to hire substitutes at the rate of \$10.50 per hour was also included as part of the contract renewal. Mr. Richardson made a motion to approve. Mr. Schlinker supported. Motion carried.


In addition, the AFSCME Local 4010 Unit agreed to extend their contract an additional year and also to a one time signing bonus for each member in the amount of \$800.00. Mr. Schlinker made a motion to approve. Mr. Richardson supported. Motion carried.

President's Remarks: Mr. McGhee thanked the group for their continued steadfast support.

Director's Remarks: Mrs. Schwartz shared the following:

- Several Administrative staff members had a phone meeting with Laura from Kennari Consulting and consultant Julie Hordyk today. The meeting was very thorough, and we are "pleasantly overwhelmed." There is lots of work ahead, but we are confident that we can produce great results from this undertaking.
- The packet for the Thursday, July 7 Board meeting will be distributed to those in attendance tonight, and will be mailed to those who are absent.
- The Summer Reading Challenge recently began, and we have lots of great activities and performers scheduled for this summer, along with outreach programs at several sites. Our temporary summer staff will be going out weekly to eight new sites this summer and Children's staff will visit each of the Youth Quest sites in Flint.
- The Saturday *Every Child Ready to Read Storytime* recently started, and we hope to draw interested attendees to this new pilot program.

Adjournment: Mr. McGhee made a motion to adjourn. Mr. Schlinker supported. The meeting was adjourned by unanimous consent at 6:23 pm.



Mr. David McGhee, President