

**Flint District Library
January 5, 2017 Regular Board Meeting
Flint Public Library, Room 205, 5:30 p.m.**

Present: Ms. Linda Pylypiw, Mr. Matt Schlinker, Mrs. Reta Stanley, Mr. Brian Larkin, Mr. Jim Richardson, Mr. David McGhee

Absent with notification: Ms. Erycka Hunter

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

Call to Order: Ms. Pylypiw called the meeting to order at 5:33 p.m.

Approval of Agenda: Mrs. Schwartz stated that the Kennari Board education agenda item would be tabled until the next meeting. With that change noted, Mr. Schlinker moved approval of the agenda. Mr. Larkin supported. Motion carried.

Call to Public: Flint Genealogical Society President Della Gamalski and FGS member Lorene Wilson expressed their concerns about the direction of the FPL genealogy collection as we move forward with our renovation plans. They noted that their organization recently celebrated their 60th anniversary and the group has a very long history of generosity to the library, with money being donated regularly for materials. Mr. Schlinker and Ms. Pylypiw stressed that FGS and the collection would not be left behind in any future plans for FPL.

Approval of 12/1/16 Regular Meeting Minutes: Mr. Schlinker moved approval. Mrs. Stanley supported. Motion carried.

Budget, Finance and Policy Committee

Financial Statements ending November 30, 2016: Mrs. Palmer briefly reviewed the statements. Total cash is up 46.36%. Total current assets are up 37.77%. Total assets are up 20.16%. Total current liabilities are down 46.39%. Total noncurrent liabilities are down 6.11%. Total liabilities are down 26.29%. Total liabilities and net assets are up 20.16%. We have received 73.82% of our revenue budget and the fiscal year is 42.00% complete. Mr. Richardson moved approval of the statements as presented. Mr. Larkin supported. Motion carried.

Resolution 17-308-FPL 2017 General Funds Appropriations Act: 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, 2017 (FY 17) on June 2, 2016.

The FY 17 budget needs amending due to known changes in revenue expected resulting from the receipt of grants from the C.S. Mott Foundation, Nartel Family Foundation, Community Foundation of Greater Flint – Flint Water Fund Foundation, Ben F. Bryer Foundation, A.G Bishop Charitable Trust and the Mid-Michigan Library Cooperative all in support of the strategic initiatives of childhood literacy, digital literacy and the library as a community space, and

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NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Board of Trustees of the Flint District Library hereby adopts the amended general operating appropriations for fiscal year 2017;
2. The Board of Trustees of the Flint District Library estimated total revenues and total expenditures of the general operating fund as amended are as follows:

Estimated Revenues - operations	\$3,109,731
Estimated Revenues – grants & special projects	276,612
Fund Balance –assigned, committed or reserved	615,715
Fund Balance –unreserved, uncommitted and unassigned	<u>1,979,589</u>
Total Fund Balance, July 1 Available to Appropriate	<u>\$2,595,304</u>

Total Estimated Available to Appropriate \$5,981,647

Estimated Expenditures	
Governing Body	\$ 29,510
Administration	406,761
Automated Systems	301,542
Facilities	420,782
Library & Program Services	2,076,064
Development	135,669
Grants & Special Programs	<u>314,252</u>
Total Appropriated	<u>\$3,684,680</u>

The Library will use \$37,641 from special programs and grants assigned fund balance, \$235,300 from assigned fund balance for the Ruth Mott Grant, \$25,550 assigned for technology purchases and will add \$153 to unreserved, uncommitted and unassigned 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.
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, 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 the resolution. Mr. McGhee supported. Roll call vote: Schlinker-aye, McGhee-aye, Richardson-aye, Stanley-aye, Larkin-aye, Pylypiw-aye. Motion carried.

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Fundraising & PR Committee: Mrs. Mead briefly reviewed her detailed report.

Year End Appeal

The Year End Appeal currently stands at \$7,305, with 55 of 606 donors responding thus far. With a response rate above 9%, we can officially consider this inaugural appeal a success. We will report final numbers at the February 2017 Board Meeting.

Fiscal Year Annual Appeal

Our fiscal year Annual Appeal continues to progress nicely. As of this writing we are at \$44,400 (roughly \$38,250 in received donations and \$6,150 in pledged donations).

Pre-Capital Campaign

Work vigorously progresses on our Pre-Capital Campaign. Several teams have met, or are scheduled, to discuss various aspects of the campaign. While much has been accomplished, there is much yet to do. We look forward to a pre-campaign filled New Year!

Building Renovation Committee: The committee was recently tasked with reviewing 12 proposals. There was lots of information to digest, and the group narrowed the field down to five finalists. Architect interviews will be held in early February, and we'll know the exact schedule by next week. All trustees are welcome to come to the architect presentations, though they must attend all of the presentations to vote. We continue to work with a local funder to advance the project through schematic design and design development in 2017.

Old Business-Investment Policy: Ms. Pylypiw stated that the policy was sent out with the January Board packet for the Board's information, and noted that much of it is dictated by statute and therefore very fiscally conservative in nature.

New Business-Authorization to apply for Charles Stewart Mott Foundation grant: The Library has been invited to apply for a Charles Stewart Mott Foundation grant to support the work on a renovation project through the schematic design and design development phases, and the proposal will be submitted this month.

Mr. Richardson made a motion to authorize the Director of Library Services to submit a proposal to the Charles Stewart Mott Foundation to fund services from an architect for schematic design and design development for a library renovation, and to fund supporting services from a construction manager, owner's representative, communications consultant and fundraising consultant through March 31, 2018. Mrs. Stanley supported. Motion carried.

President's Remarks: None.

Director's Remarks

- In December, we welcomed two new staff members as Digital Literacy Specialists: Erin Durrell and Keith Latinen. Erin and Keith will be part of our regular library staff and part of our IT team but will also have special assignments from Rick Dunning, Digital Initiatives Manager.

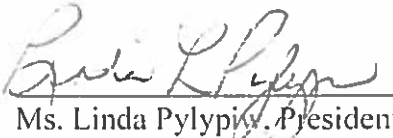
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Over the next few months, Rick and his digital team will be developing coding programs at outreach sites to complement our teen coding club here at the Main Library.

- Dolly Parton's Imagination Library enrollment is going extremely well (1,329 as of 12/19/16) and Literacy Network partners are helping with enrollment. The Flint Kids Read Action Team of the Literacy Network has formed two sub teams, each with six to eight volunteers, that will work on 'measurement and evaluation' and 'enrolling hard to reach kids.' Leslie Acevedo is co-chairing the Action Team with Lauren Chom (GISD) and Dr. Chad Waldron (UM-Flint).
- Ms. Pylypiw asked if there has been any recent discussion with our library attorneys concerning the Michigan Open Carry Laws as they pertain to libraries. Mrs. Schwartz stated that the Michigan Library Association (MLA) will most likely bring that matter to the forefront, and she will provide an update at an upcoming meeting.

Upcoming Activities: Ms. Acevedo distributed the January issue of BookPages and spoke of several upcoming events including the 32nd FPL Community Celebration in honor of Dr. Martin Luther King Jr., the January 28 *The Art of Littlejohn* reception hosted by the Pierians, and the February 7 Greater Flint African American Sports Hall of Fame announcement reception.

Adjournment: At 6:40 pm, Mr. McGhee moved approval for adjournment. Mrs. Stanley supported. Motion carried.


Ms. Linda Pylypiw, President