

**Flint Public Library  
Finance and Budget Committee  
February 22, 2017  
Room 205, 5:30 PM**

Members present: Jim Richardson, Mort Krasner, Kathy Jackson  
Staff present: Director Kay Schwartz, Director of Finance Connie Palmer

Mr. Richardson called the Finance Committee meeting to order at 5:30 p.m.

The agenda was approved with the addition under new business, "Discussion of other funding opportunities" at the request of Mr. Krasner.

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

The committee reviewed the minutes from the January 25, 2017 meeting. A motion was made by Mr. Krasner and seconded by Ms. Jackson to accept and file the January 25, 2017 minutes. Mr. Richardson called the question, all present voting aye. Motion carried.

**New Business**

*Financial Statements and Investment Report for the period ending January 31, 2017*

Mr. Richardson asked Mrs. Palmer to review the financial statements and investment report for the period ending January 31, 2017. 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 in detail. Mr. Krasner moved and Ms. Jackson seconded forwarding with the committee's recommendation for approval, the financial statements and the investment report for the period ending January 31, 2017 to the Board of Trustees. Mr. Richardson called the question, all present voting aye.

*Discussion of other funding opportunities*

Mr. Krasner suggested the possibility of seeking funding from the Department of Education on a national level for literacy initiatives. Discussion ensued regarding the status of the library as the Institute of Museums and Library Science is the department over libraries at the federal level.

**Old Business**

*Alternative financial report for the Board of Trustees*

The committee discussed alternatives and information required for the report to the Board on a monthly basis in addition to the financial statements. Additional alternatives will be presented at the March meeting.

**Director's Report**

Director Schwartz reported on the following items:

- A recommendation is going to the Board from the architectural selection committee and the construction manager selection committee on March 2, 2017. The committees are recommending hiring OPN Architects from Cedar Rapids, Iowa and Clark Construction Company from Lansing, Michigan. Both contracts

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will be contingent on receiving funding from a funder for the project. If funding is received, work would begin no later than May 1, 2017.

- The March/April program guide has a variety of items that are part of the digital literacy initiative. This includes Minecraft gaming sessions and a group assembling 3D created hands.
- We are in the process of transforming the area around the loan desk so it will provide a sense of excitement when people come into the lobby. This transformation is targeted to be complete by the middle of March.

**Board Report**

Mr. Richardson reported on the following items:

- The library is looking at expanding the number of donors to the library for general support annually and for a potential capital campaign.
- The board discussed the building improvement activity as well as the standard items.

There being no further business to discuss, Mr. Richardson adjourned the meeting at 7:11 p.m.

Respectfully submitted,  
Connie Palmer

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