

**Flint Public Library  
Finance and Budget Committee  
September 27, 2017  
Room 205, 5:30 PM**

Members present: Jim Richardson, Kathy Jackson  
Staff present: Director Kay Schwartz, Director of Finance Connie Palmer,  
Development Director Ashoka Rao

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

A call was made to the public; no public in attendance wished to speak before the committee.

The committee reviewed the minutes from the June 28, 2017 and the August 23, 2017 meetings. A motion was made by Ms. Jackson and seconded by Mr. Richardson to accept and file the June 28, 2017 and August 23, 2017 minutes. Mr. Richardson called the question, all present voting aye. Motion carried.

**Old Business**

*Status update annual audit*

Director Schwartz and Mrs. Palmer reported that the auditors had completed the fieldwork portion of the annual audit. The auditors had no audit adjustments at this time. The audited financial statements will be presented at the October 25, 2017 finance committee meeting and to the Board of Trustees at the regularly scheduled meeting on November 2, 2017.

**New Business**

*Introduction of Development Director*

Director Schwartz introduced Mrs. Ashoka Rao as the new Development Director for the Flint Public Library. Mrs. Rao has over twenty years of development experience that will be invaluable to the Library. Director Schwartz and Mrs. Rao are working with Kennari Consulting to have our first table hosted event on November 8, 2017 at noon at the Flint Farmer's Market. Questions regarding the event and if someone wishes to be a table sponsor should be directed to Mrs. Rao either by phone 810-249-2040 or email [arao@fpl.info](mailto:arao@fpl.info).

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

Mr. Richardson asked Mrs. Palmer to review the financial statements and investment report for the period ending August 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 and the status of the budget to actual for each activity center and grants. Discussion ensued as the committee reviewed the statements in detail. Ms. Jackson moved and Mr. Richardson seconded forwarding with the committee's recommendation for approval, the financial statements and the investment report for the period ending August 31, 2017 to the Board of Trustees. Mr. Richardson called the question, all present voting aye.

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**Director's Report**

Director Schwartz reported on the following:

- Library programming has started back for the fall with more STEM based and digital programs. All TechStudiOH! programming has been moved to the old periodicals area, now referred to as Room 200. Please see the programming guide and the posters around the building announcing the different items available.
- Director Schwartz and Mrs. Rao have been working on getting table sponsors for the table hosted event November 8, 2017 at noon at the Flint Farmers Market.
- OPN Architects and Clark Construction will be at the board meeting on October 5, 2017 to review the status of the building project schematic design process and the first pricing estimate. The pricing estimates are just to see where we are with the current design and whether we need to make changes based on current estimates.

**Board Report**

Mr. Richardson reported that OPN Architects were at the September 7, 2017 board meeting and presented the general outline of the current design of the building project.

There being no further business to discuss, Mr. Richardson adjourned the meeting at 6:29 p.m.

Respectfully submitted,  
Connie Palmer

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