

**Flint District Library  
November 2, 2017 Regular Board Meeting  
Flint Public Library, Room 205, 5:30 p.m.**

**Present:** Ms. Linda Pylypiw, Mrs. Reta Stanley, Mr. Brian Larkin, Mr. Matthew Schlinker, Mr. David McGhee, Mr. Moses Bingham

**Absent with notification:** Mr. James Richardson

**Staff:** Mrs. Kay Schwartz, Ms. Leslie Acevedo, Mrs. Connie Palmer, Mrs. Julie McCullough, Mrs. Wanda Harden

**Call to Order:** Ms. Pylypiw called the meeting to order at 5:36 p.m.

**Approval of Agenda:** Mr. Schlinker moved approval. Mrs. Stanley supported. Motion carried.

**Call to Public:** There were no questions or comments from the public.

**Plante Moran Audit Presentation:** Chrystal Simpson reviewed the audit report, noting that our revenues have stabilized with the ongoing help of our generous funders including the Charles Stewart Mott Foundation, the Ruth Mott Foundation and others. There were no deficiencies in the Library's annual reporting, and no adjustments needed. Mrs. Schwartz thanked Mrs. Palmer and Ms. Jenkins for their hard work on the audit. Mr. Schlinker made a motion to accept the audit as presented. Mr. McGhee supported. Motion carried.

**Approval of 10/5/17 Regular Meeting Minutes:** Mr. Schlinker moved approval. Mrs. Stanley supported. Motion carried.

**Finance, Budget, and Policy Committee**

**September 30, 2017 Financial and Investment Report:** Mrs. Palmer reviewed the statements. Total cash is up 20.19%. Total current assets are up 14.57%. Total assets are up 9.01%. Total current liabilities are down 54.79%. Total noncurrent liabilities are down 23.72%. Total liabilities are down 37.67%. Total liabilities and net assets are up 9.01%. We have received 53.05% of our revenue budget and the fiscal year is 25.21% complete. Mr. Schlinker made a motion to approve the report. Mr. McGhee supported. Motion carried.

**Updates from Board Committees**

**Fundraising & PR:** Mrs. Rao shared that co-chairs Veronica Artis and Lynne Hurand have successfully recruited 21 Table Hosts for the November 8 *Learn for Life Luncheon*. Our goal is to create awareness about the fine and worthy services we provide in the community, expand our donor base, and raise some new dollars. Goyette Mechanical Co. will serve as the Diamond Sponsor and the Michigan Planners will be the Gold Sponsor. We are grateful for their commitment to support our Flint Public Library and their generosity.

The Year End Appeal letters will be mailed by November 13, 2017. At this point we are fine tuning our appeal letters and database, and encouraging donors to join our "Lifelong Learning Circle," which is the new 'brand' for our major giving program for donors of \$500 and more who intend to make an annual commitment in that range.

**Building Renovation:** OPN continues to adjust the floor plans through consultations with staff, but most of their intense work now is with the engineers: HVAC, electric, data, and so on. We have a meeting scheduled to present an overview of the project to a local funder in November. The design development is on target to be ready for our special board meeting on January 10 and meetings with the public on January 11.

**HR:** Mrs. Stanley and Ms. Pylypiw met with Mrs. Schwartz in mid-October and thoroughly reviewed the evaluation with her. The trustees indicated great confidence in the Director. On behalf of the Board, Mrs. Stanley thanked Mrs. Schwartz for her continued hard work and stated that she is doing an excellent job.

**Old Business**

**Appointment of Committee Members:** Ms. Pylypiw appointed Mr. Bingham to the Facilities Committee and stated that all other assignments would remain the same. The 2017-2018 committees are as follows:

**FINANCE, BUDGET & POLICY**

Chair: Jim Richardson  
Members: Matt Schlinker

**FACILITIES**

Chair: Matt Schlinker  
Members: David McGhee, Moses Bingham

**FUNDRAISING & PR**

Chair: Jim Richardson  
Members: Linda Pylypiw, Matt Schlinker

**HR & OPERATIONS**

Chair: Reta Stanley  
Members: Linda Pylypiw

**NOMINATING**

Chair: Brian Larkin  
Members: Reta Stanley, David McGhee

**FLINT BOARD of EDUCATION REPRESENTATIVE**

Brian Larkin

**New Business:** None.

**President's Remarks:** Ms. Pylypiw shared that Mrs. Schwartz has been nominated for the 2017 Sybil Award, along with several other community members. FPL has purchased a table for the Wednesday, December 6 event, which will be held at the Genesys Conference & Banquet Center. Please contact Mrs. Palmer if you would like a ticket.

**Director's Remarks**

- It has been an extremely busy month preparing for the November 8 *Learn for Life Luncheon*, but plans are moving along very nicely and we are so pleased to see that we will have a full house.

- Mrs. Schwartz and Ms. Acevedo recently met with the Community Foundation of Greater Flint regarding the Dolly Parton Imagination Library project. 22,000 books have been mailed to Flint kids to date, and we have already submitted a budget for the second year of the three-year grant. We are extremely pleased with the progress of the first year. Also, we are happy to report that we recently received a renewal of the Nartel Foundation *Every Child Ready to Read* grant. We are so grateful to our funders for their ongoing generous support.

**Upcoming Activities:** Ms. Acevedo distributed the November BookPages and the November/December calendar and mentioned several programs including the Tap and Tell Storytime program and the upcoming Holiday Walk.

**Adjournment:** Mr. Schlinker made a motion to adjourn. Mr. Larkin supported. The meeting was adjourned by unanimous consent at 6:46 pm.

  
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Mrs. Reta Stanley, Secretary