

Flint District Library
March 1, 2018 Regular Board Meeting
Flint Public Library, Room 205, 5:30 p.m.

Present: Mrs. Reta Stanley, Mr. Matthew Schlinker, Mr. James Richardson, Mr. Moses Bingham, Mr. Brian Larkin, Mr. David McGhee (arrived at 6:37 pm)

Absent with notification: Ms. Linda Pylypiw

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

Call to Order: Mr. Larkin called the meeting to order at 5:35 p.m.

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

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

Approval of 2/1/18 Regular Meeting Minutes: Mr. Richardson moved approval. Mrs. Stanley supported. Motion carried.

Finance, Budget, and Policy Committee

January 31, 2018 Financial and Investment Report: Mrs. Palmer reviewed the dashboard for the month. We have completed 58.33% of the fiscal year. Property tax collections received to date are \$1,972,670, approximately 75.78% of expected collection. The library has used 54.96% of budget appropriations as of 1/31/18. We have total unrestricted cash of \$3,383,089, \$214,547 is needed for current liabilities, and the balance is invested at an average rate of 0.3329%. Total cash will cover operations for 8.8 months. Mr. Richardson made a motion to approve the report. Mrs. Stanley supported. Motion carried.

Resolution 18-317-FPL 2018 General Fund Appropriations Act: The Flint Public Library Board of Trustees adopted a balanced budget for the fiscal year ending June 30, 2018 (FY 18) on June 1, 2017; and amended said budget on December 7, 2017 and January 4, 2018.

The FY 18 budget needs amending due to known changes in operating revenue expected resulting from the receipt of Local Community Stabilization Authority revenue greater than projected, and the recognition of additional gifts received. Receipt of donations that were new donations to the Library or an increase in current donor's donations totaled \$50,000, thus meeting the requirements of the matching grant portion of the grant from the Ruth Mott Foundation, and

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 2018;
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	\$3,722,802
Estimated Revenues - grants & special programs	149,142
Fund Balance - assigned, committed or reserved	716,521
Fund Balance - unreserved, uncommitted and unassigned	1,629,723
Total Fund Balance July 1 Available to Appropriate	<u>\$2,346,244</u>
Total Estimated Available to Appropriate	<u>\$6,218,188</u>
Estimated Expenditures	
Governing Board	\$24,930
Administration	456,500
Automated Systems	222,170
Facilities	513,190
Library & Program Services	2,327,232
Development	178,780
Grants & Special Programs	758,997
Total Appropriated	<u>\$4,481,799</u>

The Library will use \$623,357 from special programs and grants assigned fund balance, will add \$13,502 for special programs and grants for FY 18, and will unassign \$119,878 assigned for FY 18 budget and transfer said funds to unrestricted, uncommitted and unassigned fund balance for the operating budget for fiscal year ending June 30, 2018.

3. The Board of Trustees of the Flint District Library has caused to be levied and collected a general property tax on all real and personal property within the City of Flint a millage of 4.0 mills for the operation of the Flint Public Library on the summer 2017 tax roll.
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, 2018 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, 2018.

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

Updates from Board Committees

Fundraising & PR: The fundraising efforts are steadily moving toward the fiscal year goal of \$100,000.

As of February 23, 2018:

Total pledges and gifts received	\$91,795
Includes 200 gifts from new or recaptured donors	53,761
Includes 32 increased gifts from FY 16 donors	4,628

As reported last month, we are in receipt of the Ruth Mott Challenge Match grant of \$50,000.

The BestSellers, our Winter-2018 issue of the donor newsletter, includes an annual report and 2017 Donor List and will be mailed the first week of March. We will be recognizing donors on a calendar year basis rather than a fiscal year basis. We are in process of designing a new donor wall for the foyer to reflect this change and to create a design that is more cost effective to update than our current donor wall.

The table hosted event (Learn for Life Luncheon) is tentatively scheduled for October 9, 2018.

Building Renovation: Mrs. Schwartz and Mrs. Rao continue to work closely with the Kennari team, and several key meetings will be scheduled soon.

Facilities: Three weeks ago one of our boilers had a pressure buildup and a minor explosion that blew the smokestack off the roof. Parts that caused the problem have been replaced on all three boilers and a new smokestack has been fabricated and installed.

Old Business: None.

New Business: None.

Vice President's Remarks: Mr. Larkin noted that we are entering an interesting phase of the library's transformation, compared to the last decade. There is an opportunity to flourish on the horizon, and it is a very exciting time for us.

Director's Remarks

- We continue to concentrate on our strategic priorities, and we are extremely eager to see our building transform into a community hub.
- Due to recent medical concerns, Board President Linda Pylypiw will be unable to attend meetings for the next few months. We wish her a speedy recovery.
- Over 35,000 books have been given to Flint kids as part of the Dolly Parton Imagination Library project in the past 15 months. Enrollment is 3,700 and our goal is 6,500 (60% of eligible children). We will be doing some paid promotional ads on local TV stations, on social media, and on buses to boost enrollment.

Upcoming Activities: Ms. Acevedo distributed the March BookPages and mentioned several programs including the upcoming 2018 Ready to Read Michigan event and the 3/23 Ilyasah Shabazz author event.

Adjournment: Mr. Richardson made a motion to adjourn. Mr. Schlinker supported. The meeting was adjourned by unanimous consent at 6:57 pm.


Mrs. Reta Stanley, Secretary