

**Flint District Library
December 6, 2018 Regular Board Meeting
Flint Public Library, Room 205, 5:30 p.m.**

Present: Ms. Linda Pylypiw, Mr. Jim Richardson, Mr. Moses Bingham, Ms. Kathy Jackson, Mr. Brian Larkin

Absent with notification: Mrs. Reta Stanley, Mr. David McGhee

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

Call to Order: Ms. Pylypiw called the meeting to order at 5:39 p.m.

Approval of Agenda: Mr. Larkin made a motion to approve. Mr. Richardson supported. Motion carried.

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

Approval of 11/1/18 Regular Meeting Minutes: Mr. Richardson made a motion to approve. Mr. Larkin supported. Motion carried.

Finance, Budget, and Policy Committee

Financial and Investment Report ending 10/31/18: We have completed 33.70% of the fiscal year. Property tax collections received to date are \$1,792,492.37, approximately 66.85% of expected collections. The library has used 31.02% of budget appropriations. We have total unrestricted cash of \$4,800,083.51 and \$168,449.20 is needed for current liabilities. Total cash will cover operations for 14.9 months. Mr. Richardson made a motion to approve the report. Ms. Jackson supported. Motion carried.

Closed Session re: Union Negotiations: At 5:42 pm, Mr. Richardson made a motion to go into closed session for the purpose of discussing union negotiations. Mr. Larkin supported. A roll call vote was taken: Larkin-aye, Bingham-aye, Richardson-aye, Jackson-aye, Pylypiw-aye. Motion carried.

The regular meeting resumed at 6:13 pm.

Mr. Richardson made a motion to authorize the Director to proceed with union negotiations as outlined in the closed session. Ms. Jackson supported. Motion carried.

Resolution 18-323-Budget Amendment: The Flint Public Library Board of Trustees has an obligation to approve a balanced budget by July 1st of each year.

The Flint Public Library Board of Trustees adopted a balanced budget for the fiscal year ending June 30, 2019 (FY 19) on June 7, 2018.

The FY 19 budget needs amending due to known changes in operating revenue and grants awarded and amending for known changes in operating expenditures and grants awarded.

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 2019;
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	\$3,467,607
Estimated Revenues - grants & special programs	251,962
Fund Balance - assigned, committed or reserved	1,392,507
Fund Balance - unreserved, uncommitted and unassigned	1,740,317
Total Fund Balance July 1 Available to Appropriate	\$3,132,824
Total Estimated Available to Appropriate	\$6,852,393
Estimated Expenditures	
Governing Board	\$24,050
Administration	465,900
Automated Systems	207,081
Facilities	572,652
Library & Program Services	2,072,160
Development	210,765
Grants & Special Programs	274,188
Total Appropriated	\$3,826,796

The Library will use \$55,877 from special programs and grants assigned fund balance, will add \$33,651 for special programs and grants for FY 20, and will assign \$85,000 for the FY 19 budget net expenditure over revenue.

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 2018 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, 2019 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, 2019.

Mr. Richardson made a motion to approve. Mr. Bingham supported. Roll call vote: Larkin-aye, Bingham-aye, Richardson-aye, Jackson-aye, Pylypiw-aye. Motion carried.

Updates from Board Committees

Building Renovation Committee: A committee meeting will be scheduled in early 2019. We have signed a contract for the feasibility study and Mrs. Schwartz and Mrs. Rao continue to call and seek meetings with potential donors

Fundraising & PR Committee: 2018-2019 funds raised to date are over \$79k including outstanding pledges and we continue to move forward in a very positive direction.

Other Committees: None.

Old Business: None.

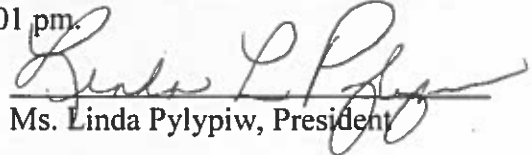
New Business: None.

President's Remarks: None.

Director's Remarks: New legislation making its way through the Senate could enable library staff to administer Narcan to someone in the case of a drug overdose with "Good Samaritan" liability protection for the staff and the institution.

Recent & Upcoming Activities: Ms. Acevedo distributed the December BookPages and mentioned several upcoming programs including the 12/27 Drummunity event and the 12/28 Stevens Puppets presentation of *The Wizard of Oz*. All trustees are invited to attend the 12/20 staff holiday potluck from 1-5 pm in the 2nd floor staff lounge.

Adjournment: Mr. Richardson made a motion to adjourn. Ms. Pylypiw supported. The meeting was adjourned by unanimous consent at 7:01 pm.


Ms. Linda Pylypiw, President