

**Flint Public Library
Finance and Budget Committee
March 28, 2019
Room 205, 5:30 PM**

Members present: Jim Richardson, Andrew Watchorn
Staff present: Director of Library Services Kay Schwartz
Director of Finance, HR & Facilities Connie Palmer

Mr. Richardson called the Finance Committee meeting to order at 5:39 p.m.

Mr. Richardson requested a motion to approve the agenda as presented. Mr. Watchorn made a motion to approve the agenda with the requested changes, Mr. Richardson seconded, all present voting aye. Motion carried.

A call was made to the public. No public was in attendance.

The committee reviewed the minutes from the February 28, 2019 meeting. Mr. Watchorn made a motion and Mr. Richardson seconded to accept and file the February 28, 2019 minutes. Mr. Richardson called the question, all present voting aye. Motion carried.

Old Business

Mr. Richardson review the informational session on municipal financing held on March 26, 2019. All persons in attendance were at the meeting. Discussion ensued about the items presented, market conditions and timing of financing instruments.

New Business

Financial Statements and Investment Report for the period ending February 28, 2019.
Mr. Richardson asked Mrs. Palmer to review the financial statements and investment report for the period ending February 28, 2019. 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. Mr. Watchorn moved and Mr. Richardson seconded forwarding with the committee's recommendation for approval, the financial statements and the investment report for the period ending February 28, 2019 to the Board of Trustees. All present voting aye.

Building Renovation Grant Proposal

Director Schwartz informed the committee a request will be made to the Board of Trustees at their meeting on April 4, 2019 to approve the building design and to authorize the Director to seek the funding necessary to complete the renovation design.

Director Report

Director Schwartz reported that she is continuing to work on the building renovation project looking at financing alternatives as well as a capital campaign.

The library is one of 30 finalists for the IMLS national award medal. As announced in their press release on March 11, 2019, "The Institute of Museum and Library Services today announced 30 finalists for the 2019 National Medal for Museum and Library Service. The National Medal is the nation's highest honor given to museums and

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libraries for community service. Over the past 25 years, the award has celebrated institutions throughout the nation that have demonstrated extraordinary and innovative approaches to public service.” Director Schwartz has heard positive feedback from members of the community on the nomination. Award winners will be announced later this spring.

Board Report

Mr. Richardson asked about the status of the current building and what items are at end of life or may require major repair in the next year. Director Schwartz and Mrs. Palmer responded the freight elevators will have to be replaced soon. The chiller and boilers are working well however the sixty year old air handling units are at end of life. The roof continues to have assorted leaks that require maintenance to periodically sweep excess water towards the drains in hopes of preventing new leaks in the building. The parking lot will require repair in the next six months. He then asked about technology, Director Schwartz responded the cost to replace technology has been budgeted each year and a replacement schedule is in place.

Mr. Richardson stated his belief that this is an important moment for the future of the library. The Board will have to work through some difficult decisions; keeping in mind how much can or should be asked of city property owners and residents to help pay for a renovated library considering the poverty level in the City of Flint. All present concurred.

There being no further business to discuss, Mr. Richardson adjourned the meeting at 6:30 p.m.

Respectfully submitted,
Connie Palmer

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