

**Mission Statement**

**To be a community destination for traditional and online resources which empower and enrich the individual.**

**GENESEE DISTRICT LIBRARY BOARD MEETING**

**At**

**Genesee District Library Headquarters**

**5:30 p.m.**

**4195 West Pasadena Avenue**

**Flint, MI 48504**

**October 19, 2015**

**Minutes**

- Call to Order: 5:30 p.m.
- Present: Armstrong, Crites, Frazier, Lane and Ryals-Massey.
- Also Present: P. Parker (Corporation Counsel), D. Conklin, and A. Goldyn.
- Absent: Bennett, Conerly-Moon, and Delaney.
- Public Comments: None.
- Approval of  
Consent Agenda: C. Lane moved to approve the consent agenda. Motion supported by W. Frazier. Motion carried unanimously.
- Board Development: Nothing to report.
- MMLC: R. Crites stated that no meeting was held.
- Corporation Counsel: P. Parker stated that a FOIA request was made using the GDL's Facebook page. While it is not necessarily the appropriate method of contact, the FOIA request was honored.
- P. Parker stated that contract negotiations will be beginning with the union very soon. He stated that future board meetings will have closed sessions to update the board on the status of the negotiations.
- GDL Foundation: Nothing to report.
- Written Reports: C. Lane stated there were a couple of typos in the Director's written report. She thanked him for the invitation to the Grand Blanc open house event.
- M. Armstrong stated that under the incident and operations portion of the Director's report there is inconsistency when identifying where an incident has taken place. She would like to see the branch name listed. C. Lane stated she would also like to know about any follow-up with patrons that may have been injured.
- C. Lane inquired who paid for the new roof at the Beecher location. D. Conklin stated he was not aware of who paid for it, but it was not GDL. C. Lane suggested that when a large amount is given for a project like Beecher's roof, that a thank you note be sent to the benefactor. L. Ryals-Massey stated that while it is a great idea, it should be the local municipality that thanks the benefactor because the municipality is the one that maintains the buildings.

Written Reports  
(continued):

R. Crites remarked on the bed bug response measure. D. Conklin replied that when a bed bug is identified on an item, the item will be placed into a giant Ziploc bag. He continued to say that the item will then be placed into a bed bug oven that heats to 120 degrees to kill them.

M. Armstrong inquired if an entertainer has been selected for the Black History Month Brunch. D. Conklin stated an entertainer, Jay Moss, has been secured. M. Armstrong inquired how the honorees are selected. D. Conklin stated that nominations are taken from the community and is informal at this time. He stated that the formal process is not finalized yet, but it will be announced at the brunch in February. C. Lane suggested contacting the Greater Flint Sports Hall of Fame to review their formalized nomination process.

L. Ryals-Massey inquired if the staff e-book training was done during normal operating hours and D. Conklin replied it is.

L. Ryals-Massey inquired which staff member was the designated United Way Ambassador. D. Conklin replied that we do not have one.

C. Lane inquired if the Children's Librarian position had been filled. D. Conklin replied that an internal candidate was selected.

C. Lane inquired about the MERS conference A. Goldyn had recently attended. A. Goldyn replied that it is a very educational conference and learning what other municipalities are doing to reduce their OPEB liability. C. Lane inquired if A. Goldyn would be comfortable moving all employees to the MERS system. A. Goldyn replied that MERS is handling the retirement contributions for employees hired after January 2013; however, she would not recommend moving the pre-2013 employees from the Genesee County Employees Retirement Commission to MERS. P. Parker stated he does not believe that the pre-2013 employees can be removed from the County plan.

L. Ryals-Massey inquired about the Affordable Care Act webinar that A. Goldyn attended and how it affects GDL. A. Goldyn replied that the webinar discussed the required annual reporting that employers must file each year with the IRS. A. Goldyn stated that the payroll vendor could handle the reporting for GDL if a one-time additional online software module was purchased for \$10,000, but also have nominal annual charges for preparing and printing the statements. A. Goldyn stated that a third party vendor was recommended through our insurance representative for a much more reasonable annual rate of \$1800.

Monthly Statistics: Nothing to report.

Finance Committee: C. Lane stated a meeting needs to be scheduled for November.

Marketing Committee: Nothing to report.

Personnel Committee: L. Ryals-Massey stated no meeting has been held. She reminded board members about completing the Director's evaluation and returning it to herself or W. Delaney by the November 1<sup>st</sup> deadline. She stated she hopes to schedule a meeting soon.

Policy Committee: Nothing to report. D. Conklin stated that the committee will meet in November to discuss some policy manual changes.

Board Elections: P. Parker explained the election procedure that he would be officiate the election procedure and that five votes were required to elect an officer. He also stated since there were only five members present, each vote would have to be unanimous.

Board Elections  
(continued):

P. Parker called for nominations for Chairperson. L. Ryals-Massey nominated W. Delaney for Chairperson. R. Crites supported the motion. P. Parker called for further nominations; however, none were forthcoming. C. Lane moved to close nominations and unanimously elect W. Delaney as Chairperson. Motion supported by M. Armstrong. Motion carried unanimously.

P. Parker called for nominations for Vice Chair. C. Lane nominated L. Ryals-Massey for Vice Chair. Motion supported by R. Crites. P. Parker called for further nominations; however, none were forthcoming. C. Lane moved to close nominations and unanimously elect L. Ryals-Massey as Vice Chair. Motion supported by R. Crites. Motion carried unanimously.

P. Parker called for nominations for Secretary. L. Ryals-Massey nominated W. Frazier. Motion supported by R. Crites. P. Parker called for further nominations; however, none were forthcoming. M. Armstrong moved to close nominations and elect W. Frazier as Secretary. C. Lane supported the motion. Motion carried unanimously.

P. Parker called for nominations for Treasurer. L. Ryals-Massey nominated C. Lane for Treasurer. R. Crites supported the motion. P. Parker called for further nominations; however, none were forthcoming. W. Frazier moved to close nominations and elect C. Lane as Treasurer. Motion supported by M. Armstrong. Motion carried unanimously.

Board Committee  
Appointments:

L. Ryals-Massey stated she had spoken to W. Delaney earlier that day. During the conversation, W. Delaney stated that if he were re-elected as Chairperson, he would like the committee appointments to remain the same.

Scheduled Closings  
For 2016:

C. Lane moved to approve the Scheduled Closings for 2016 as presented. Motion supported by W. Frazier. Motion carried unanimously.

Board Meeting  
Dates for 2016:

C. Lane moved to approve the Board Meeting dates for 2016 as presented. Motion supported by R. Crites. Motion carried unanimously.

Board Comments:

M. Armstrong commented on the letter in the packet about the library card discounts at various businesses during the month of September. She stated this is a great idea.

R. Crites inquired about the study regarding salaries for employees. D. Conklin stated that J. Schwarz has completed the study and that the results will help guide the contract talks, as well as recommendations for the exempt staff's salaries. C. Lane stated it would be helpful if the board could see how much the retirees are being paid annually because of past decisions.

L. Ryals-Massey stated that she attended a portion of the staff in-service meeting on October 12. She stated the energy at the meeting was wonderful.

M. Armstrong inquired about the two employees recently hired. D. Conklin replied that they are S. Taylor, the Beecher librarian, and H. VanFleet, the Mount Morris librarian.

Adjournment:

C. Lane moved to adjourn at 6:14 p.m. Motion supported by W. Frazier. Motion carried unanimously.