

**GENESEE DISTRICT LIBRARY BOARD MEETING
at
Genesee District Library Headquarters
5:30 p.m.
4195 W. Pasadena Ave
Flint, MI 48504
July 17, 2023
Minutes**

Call to Order: 5:30 p.m.

Present: Crites, Hinz, Hostetler, Ryals-Massey and Towarnicky.

Also Present: C. Stritmatter (Corporation Counsel), D. Conklin, and A. Goldyn.

Absent: T. Barnes and V. Conerly-Moon.

Public Comments: None.

Approval of
Consent Agenda: F. Hinz moved to approve the Consent Agenda as presented. Motion supported by R. Crites. Motion passed unanimously.

Board Development: C. Stritmatter stated he is preparing a presentation for the September meeting.

MMLC: J. Towarnicky stated the MMLC Board approved GDL's withdrawal request at the May 11 meeting. She stated that the vote passed 6 to 1 and is effective September 30, 2023.

Corporation Counsel: Nothing to report.

GDL Foundation: Nothing to report.

Written Reports: D. Hostetler inquired how often the story would be changed on the Grand Blanc story trail and D. Conklin replied monthly.

D. Hostetler inquired if the reciprocal agreement with Flint Public Library was a legal or informal document. D. Conklin replied that it is a legal document; however, it is a simple document.

D. Hostetler congratulated D. Conklin on getting the Genesee Valley Center location reopened. D. Conklin replied that it was a team effort. He further stated that we are still waiting for the new circulation desk to arrive and are using temporary tables in the interim. R. Crites inquired the total length of time the location had been closed. D. Conklin replied five full months and two weeks.

R. Crites inquired about the protocol for calling the police if there's a problem in the library. D. Conklin stated it depends on the situation. He stated some try to handle things themselves while others immediately call 911. He stated that we have our Patron Code of Conduct that is handed out to patrons behaving inappropriately. J. Towarnicky inquired if the Patron Code of Conduct is posted somewhere in the buildings or if it's handed out when you receive your library card. D. Conklin stated that on the library card application it states that by signing the application the patron will abide by library policies. F. Hinz inquired if the panic buttons are checked regularly. D. Conklin stated that they are not checked on a regular basis.

Written Reports
(continued):

L. Ryals-Massey asked D. Conklin to explain how State Aid funds work with MMLC. D. Conklin stated that there are three State Aid checks each year where one check goes directly to MMLC for their operations; one check goes directly to GDL; and one goes in a central account at MMLC for us to spend as needed. L. Ryals-Massey asked if GDL will receive two checks when we switch to TLN and D. Conklin replied we will. R. Crites inquired if we can just pull the funds out of MMLC and deposit into our bank account. D. Conklin replied that the funds must be used for approved library expenses.

L. Ryals-Massey stated she feels the All Together Now theme of this year's Summer Reading Program that focuses on kindness, friendship and community is so appropriate given what is happening in the country right now.

L. Ryals-Massey offered kudos to the Digital Librarian and Youth Services Librarian for all that they are doing.

L. Ryals-Massey stated it is wonderful that the New Standard Academy is sending their second graders to visit our library and speaks volumes about our community outreach.

L. Ryals-Massey stated it is wonderful that we have partnered with the cities of Grand Blanc and Linden for the storybook trails and to have students in the trades classes help install them.

L. Ryals-Massey stated fantastic job on the grants. She stated she's excited to learn about the digital whiteboard once a program is offered on it.

L. Ryals-Massey inquired if D. Conklin was able to get with J. Towarnicky to find a way to list the progress made on the strategic plan in one document. D. Conklin no. J. Towarnicky responded that she would meet with D. Conklin to begin a draft document.

D. Conklin stated we have partnered with the Montrose Community Schools on a pilot program. He stated the program will change the Montrose branch's hours two days a week starting in September and go through the end of the school year. He stated on Mondays and Wednesdays the hours would be 7:30 am to 3:30 pm instead of the usual 10 am to 6 pm. L. Ryals-Massey inquired why we are doing this and D. Conklin stated it is to help supplement their library due to the lack of school media specialists.

J. Towarnicky inquired if A. Goldyn gave a presentation at the recent MAPERS Conference. A. Goldyn replied that she just attended and took notes to share with the rest of the members of the Genesee County Employees' Retirement Commission. A. Goldyn also stated that some of the information presented at the conferences can be applied to the library's operations.

L. Ryals-Massey inquired about the check to Lewis & Knopf and A. Goldyn replied it was for completing the annual audit.

D. Conklin stated he wanted to highlight A. Goldyn's remarkable work at reducing the unfunded pension liability over the last five years.

Monthly Statistics:

D. Hostetler stated he appreciates the narrative on the statistics. J. Towarnicky stated she appreciates the graphs.

Finance Committee:

Nothing to report.

Personnel/Policy
Committee:

L. Ryals-Massey stated that D. Hostetler is now the Chair of the Committee. She stated that if anyone wanted to review the details of the Director's Evaluation they can do so with D. Conklin. She asked D. Conklin if he would like the Board to enter closed session to discuss his evaluation and he replied no.

D. Hostetler stated the Committee has tried to streamline the Director's evaluation process and highlighted some of the changes. L. Ryals-Massey stated that the full details will be discussed at the September meeting. J. Towarnicky reminded everyone that all the Committee meetings are open to everyone and gives non-committee members a chance to ask questions.

Genesee Valley Location
Lease Negotiations:

C. Stritmatter handed out copies of the updated lease agreement. He stated that the two employees he has dealt with during the lease negotiations are no longer employed there and it will take a little longer to figure out who he needs to talk to about the lease. R. Crites inquired about the extent of the damage and the restoration cost paid by the insurance company. D. Conklin explained the damage that was done and that we have not seen anything from the insurance company about the replacement costs. D. Conklin stated that our insurance company has hired an attorney to investigate the situation. Further discussion centered on adding proposed changes to the lease in case a similar situation occurs in the future. L. Ryals-Massey directed C. Stritmatter to contact the landlord about the proposed changes and bring the response to the September meeting to be discussed.

Director Evaluation:

D. Hostetler stated he and L. Ryals-Massey met with D. Conklin on May 22 to discuss the results of the Director's 2022 evaluation. D. Hostetler stated that the overall rating was 3.65 out of 5. He stated that D. Conklin was rated on his Strategic Plan progress, Union contract negotiations, board member pathfinder initiative, and Genesee Valley Lease. He stated that they asked D. Conklin to create and submit a succession plan, which has been completed. He stated they also asked D. Conklin to strengthen GDL's relationship with the Genesee County Board of Commissioners and Grand Blanc Township, as well as look for opportunities for Board Member development. D. Hostetler moved to accept the Director's 2022 Evaluation. Motion supported by J. Towarnicky. Roll call: ayes – Crites, Hinz, Hostetler, Ryals-Massey and Towarnicky; nays – none.

Able Eyes:

D. Conklin stated he included more information about Able Eyes services in his report. R. Crites inquired about the timeline on it and D. Conklin replied it would probably take about thirty days. J. Towarnicky stated she felt this addresses inclusion and assessability from the Strategic Plan and inquired if there were any grant opportunities to pay for it. D. Conklin replied currently there is not. A. Goldyn suggested that 16/4 funds at MMLC could be used to pay for this project and J. Towarnicky stated that is a great idea. L. Ryals-Massey stated that most of our branches are small and still does not see the benefit of doing this. D. Hostetler stated he can see the benefit for people that are curious what a branch looks like without actually visiting it. Further discussion centered on how to access it and how to tell if it is being used. R. Crites moved to have D. Conklin begin negotiations and sign a contract with Able Eyes. L. Ryals-Massey asked for clarification on the motion. R. Crites moved to have D. Conklin move forward with the quote from Able Eyes. Motion supported by D. Hostetler. J. Towarnicky inquired if the detailed quote was provided to the Board and D. Conklin replied it was not. R. Crites amended his motion to delay moving forward until the quote is presented to the Board. Motion supported by D. Hostetler. C. Stritmatter stated that according to Roberts Rules of Order the amended motion needed to be voted upon prior to voting on the action. Motion to amend the original motion passed unanimously. The motion to wait until a detailed quote is presented to the Board passed unanimously.

Form L-4029 Tax Assessment

Authorization: A. Goldyn explained the form authorizes GDL to collect property tax revenue needed to continue library operations. She stated the form needs to be signed by the Board Chair and Board Secretary. J. Towarnicky moved to have the appropriate members sign the form and be distributed to the local municipalities. Motion supported by R. Crites. Roll call: ayes – Crites, Hinz, Hostetler, Ryals-Massey and Towarnicky; nays – none.

William F. Delaney-Headquarters

Parking Lot: D. Conklin stated that he had requested quotes from several companies about replacing and possibly expanding the staff parking area on the east side of the building. He stated that Eastern Asphalt was not interested in adding extra parking spaces, but Delta Paving did include it in their quote. Further discussion centered on where the extra parking spaces would go. J. Towarnicky moved to approve the Delta Paving quote that includes the expansion of the east side parking lot. Motion supported by D. Hostetler. Roll call: ayes – Crites, Hinz, Hostetler, Ryals-Massey and Towarnicky; nays – none.

Board Comments: L. Ryals-Massey asked Board Members to respond to the email that was sent to them earlier.

L. Ryals-Massey reminded the Board that the annual MLA Conference is coming up in October and it will be held in Kalamazoo. She stated to let D. Conklin know if anyone is interested in attending.

Adjournment: 6:50 pm.