

**GENESEE DISTRICT LIBRARY BOARD MEETING**  
**at**  
**Genesee District Library Headquarters**  
**5:30 p.m.**  
**4195 W. Pasadena Ave**  
**Flint, MI 48504**  
**September 18, 2023**  
**Minutes**

- Call to Order: 5:30 p.m.
- Present: Barnes, Crites, Hinz, Hostetler, Ryals-Massey and Towarnicky.
- Also Present: P. Parker (Corporation Counsel), C. Stritmatter (Corporation Counsel), A. Goldyn, E. Kish, and T. Sumpter.
- Absent: V. Conerly-Moon.
- Public Comments: None.
- Approval of  
Consent Agenda: F. Hinz moved to approve the Consent Agenda as presented. Motion supported by D. Hostetler. Motion passed unanimously.
- Board Development: P. Parker discussed the functions of the Board of Trustees. He stated the Board is here to hire and evaluate the Library Director; approve policies; adopting union contracts; renew the millage campaign/process; and approve the budget and financial reports. He stated that the Board should not get involved in employee matters. P. Parker answered questions from Board Members. R. Crites inquired about progress made on the State level to allow for public bodies to hold meetings electronically. C. Stritmatter replied that there has not been any further progress on it. P. Parker stated that he would be at a future meeting to discuss the Open Meetings Act.
- MMLC: J. Towarnicky stated there was an MMLC meeting on September 14; however, she did not attend.
- Corporation Counsel: Nothing to report.
- GDL Foundation: J. Towarnicky stated that she attended the September 13 meeting. She stated E. Kish does a great job leading the meetings. She stated the Foundation received just a little more than \$1,000 from the Kroger Rewards program during the months of February through July. She stated that 245 households participate in the Kroger Rewards program.
- R. Crites inquired if GDL Foundation could spend money for the GDL's mileage renewal campaigns. J. Towarnicky stated she was unsure if it could be used that way. She stated that money has been used for the Summer Reading Program, purchasing book carts, furniture and etcetera.
- Written Reports: R. Crites inquired about the check coming from MMLC. A. Goldyn stated that it is the remaining balance of GDL's 16/4 funds on reserve with MMLC. She stated MMLC's auditors recommended sending GDL a check instead of trying to seek reimbursement for items already purchased.

Written Reports  
(continued):

J. Towarnicky inquired about the purpose of the Stuffed Animal Sleepover Program. A. Goldyn stated the purpose was to get kids engaged in the library. She stated that it took very little time to do the events and the kids loved seeing pictures of their stuffed animals having fun at the library. L. Ryals-Massey stated she thought it was a very creative idea and inquired when the children received the pictures. A. Goldyn stated she believes they received the pictures when they picked up their stuff animal, but pictures were also posted to the GDL Facebook page.

D. Hostetler inquired about the timing of the \$4 million grant the Governor signed for the Linden Mill Building updates. A. Goldyn stated that unfortunately she does not know when the updates will begin.

D. Hostetler commented that the Viewpoint project is going to be such a promotional plus for GDL. A. Goldyn stated that GDL will be able to air the commercials during the next millage renewal process. D. Hostetler inquired if K. Flynn initiated it out or if it was something out of the blue. A. Goldyn replied that it came out of the blue because they contacted Kelly to see if we would be interested.

L. Ryals-Massey stated that D. Conklin will include more information about the Co-Op in the next packet include a heirachial format on how the relationship works. A. Goldyn stated that in order to receive State Aid funds we must belong to a co-op.

L. Ryals-Massey stated that D. Conklin mentioned bollards in his report and inquired where they would be placed. A. Goldyn stated they would be placed near the walkway entrance at Delaney-Headquarters to prevent people from driving onto the sidewalk.

L. Ryals-Massey inquired if we have a zero balance with the TLN Cooperative and when would they receive the first distribution of State Aid funds. A. Goldyn replied we currently have a zero balance with TLN and they would receive the first State Aid payment shortly after the State Aid Report has been filed.

L. Ryals-Massey inquired what do we do now that Duraguard is not honoring the warranty on the roof at Delaney-Headquarters. C. Stritmatter stated that D. Conklin has gone back and forth with Duraguard for a long time trying to get them to honor the warranty. C. Stritmatter stated that at this point, we can hire a third party to do the work and repair any additional damage done. C. Stritmatter stated then we can potentially use that total to try to recover with legal action against from Duraguard. R. Crites inquired when the roof work was completed and A. Goldyn replied it was in October last year. C. Stritmatter stated the leaks have been fairly consistent and Duraguard did make a few repairs before communications completely stopped a couple of months ago. R. Crites inquired if it was a shingle roof and A. Goldyn replied that it is a flat roof, which are notoriously known for leaks. C. Stritmatter stated that this gentleman is a sub-contractor for a national company. Further discussion centered on options moving forward. L. Ryals-Massey inquired when D. Conklin expected to hear back from Herbert Roofing. A. Goldyn stated we were hoping to hear back from them by now, but they are being cautious preparing the estimate. L. Ryals-Massey inquired if anything has been damaged by the leaks from the recent rain and A. Goldyn replied that nothing has been damaged.

L. Ryals-Massey noted that she recently passed by the Burton Memorial branch and was pleased to see they were touching up the paint on the outdoor sign. She stated that perhaps it is time to renew our efforts to have the GDL mentioned on each building's sign.

L. Ryals-Massey offered kudos on the new bronze statue.

Written Reports  
(continued):

L. Ryals-Massey inquired who is maintaining the landscaping at the Delaney-Headquarters. She stated it is not looking its best at the moment. A. Goldyn replied that the master gardeners are still in charge; however, they have a lack of volunteers at the moment. She continued to say that it has been a couple of weeks since the one volunteer has been able to work on it.

L. Ryals-Massey inquired if there was a cost associated with the Viewpoint filming. A. Goldyn replied there is a cost; however, the cost fit into this year's marketing budget.

L. Ryals-Massey inquired if EMS was called for the two incidents mentioned in D. Conklin's report. A. Goldyn stated she does not believe that EMS was called.

L. Ryals-Massey offered kudos on all the recent programming. She stated that it really shows that GDL is truly a community resource.

L. Ryals-Massey asked J. Towarnicky if she was able to get with D. Conklin on the program to use to update the progress made on the strategic plan. J. Towarnicky stated that D. Conklin has already found a way to do it.

D. Hostetler stated that he noticed that there was a larger than normal increase in salaries during the month of August. A. Goldyn replied it was due to it being a three paycheck month versus the normal two paycheck month. D. Hostetler stated he noticed that book purchases were higher and A. Goldyn stated it was normal. A. Goldyn also stated that the book expense varies from month to month, but as it gets closer to the end of the year, the branches try to use up their allotted annual budget. D. Hostetler inquired how much a new 3-D printer costs and A. Goldyn replied they typically cost around \$5,000. L. Ryals-Massey thanked A. Goldyn and team for managing the revenue and controlling the expenses.

R. Crites inquired if A. Goldyn was comfortable having the bulk of GDL's funds at Chase Bank. A. Goldyn replied she is very comfortable having the funds there; however, she is still trying to find another bank or credit union to continue diversifying the funds.

L. Ryals-Massey offered kudos to A. Goldyn for adding another layer of security to the accounts at Chase Bank.

L. Ryals-Massey inquired if a replacement had been found to replace the retiring Executive Assistant. A. Goldyn stated that we had a second round interview coming up and hopes that this person will be the perfect fit.

Monthly Statistics:

J. Towarnicky stated it is exciting to see the new patron numbers. D. Hostetler asked A. Goldyn to remind D. Conklin to add the little narrative to the statistic graphs.

Finance Committee:

Nothing to report.

Personnel/Policy  
Committee:

Nothing to report.

Director Evaluation  
Process:

D. Hostetler explained the revisions to the Director's Evaluation process. He stated that D. Conklin will complete a new self-evaluation form prior to the November meeting. He stated that it is the Board's responsibility to evaluate the Director's annual performance so it is important to complete the process in a timely manner. He stated that if anyone gives D. Conklin a zero/unable to rate rating it would skew the average.

Director Evaluation  
Process (continued):

He stated that if anyone is unable to rate on a particular item, it will no longer be used in the final rating average. D. Hostetler stated that if someone selects the unable to rate or needs improvement options, it would allow Board members to state why they selected it. R. Crites moved to accept the revised Director's evaluation process that will take effect November 1, 2023. Motion supported by J. Towarnicky. Roll call: ayes – Barnes, Crites, Hinz, Hostetler, Ryals-Massey and Towarnicky; nays – none.

Genesee Valley Location  
Lease Negotiations:

C. Stritmatter stated he took the Board's concerns from the July meeting to the landlord. He stated that they rejected GDL's right to terminate the lease unless there is a twenty-five percent (25%) loss. He stated if GDL stops negotiating that the landlord may consider GDL to be a hostile holdover tenant. He stated that would allow the landlord to significantly increase the rent going all the way back to the lease's expiration date. J. Towarnicky inquired if we could move to a different space and C. Stritmatter stated that is a Board decision, but he is unsure about the lease rate. Further discussion centered on various scenarios/options. J. Towarnicky moved to approve the fifth amendment to the lease agreement subject to the minimum rent increase beginning October 1, 2023. Motion supported by T. Barnes. Roll call: ayes – Barnes; Hostetler, Ryals-Massey and Towarnicky; nays – Crites and Hinz. Motion failed. L. Ryals-Massey asked C. Stritmatter to still try getting the new rate to begin October 1.

Able Eyes:

J. Towarnicky stated she did not see the total cost of the proposal. A. Goldyn stated that the proposal, which includes the cost, has been handed out. L. Ryals-Massey stated that she does not see the value in doing this project and J. Towarnicky agreed. R. Crites stated that D. Conklin seemed excited about this and perhaps it should be tabled until the November meeting. L. Ryals-Massey stated that this item has been tabled twice already and a vote needs to be taken. F. Hinz made a motion to move forward with the Able Eyes proposal. Motion supported by D. Hostetler. Roll call: ayes – Crites, Hinz, and Hostetler; nays – Barnes, Ryals-Massey and Towarnicky. Motion failed.

Scheduled Closings  
For 2024:

A. Goldyn stated the Board needs to approve this each year and follows the holidays outlined in the union contract. F. Hinz moved to approve the 2024 scheduled closings as presented. Motion supported by R. Crites. Roll call: ayes – Barnes, Crites, Hinz, Hostetler, Ryals-Massey and Towarnicky; nays – none.

Board Meeting  
Dates in 2024:

D. Hostetler moved to approve the 2024 board meeting dates as presented. Motion supported by F. Hinz. Roll call: ayes – Barnes, Crites, Hinz, Hostetler, Ryals-Massey and Towarnicky; nays – none.

Election of Officers:

C. Stritmatter officiated the election of officers and called for nominations for Board Chair. T. Barnes moved to elect L. Ryals-Massey and close nominations. Motion supported by J. Towarnicky. Roll call: ayes – Barnes, Crites, Hinz, Hostetler, Ryals-Massey and Towarnicky; nays – none.

L. Ryals-Massey inquired if she could make a motion to have the Officers and Committee members remain the same and C. Stritmatter stated it can be done as long as there is no opposition. L. Ryals-Massey moved to have the existing Officers and Committee members remain the same. Motion supported by J. Towarnicky. Roll call: ayes – Barnes, Crites, Hinz, Hostetler, Ryals-Massey and Towarnicky; nays – none.

**Agenda Number: IV Item: B**

DEI Statement: E. Kish stated that after six meetings the Diversity, Equity and Inclusion (DEI) Committee was able to agree on the final statement that was included in the packet. R. Crites inquired how this affects the hiring policy. T. Sumpter stated it will help with the recruitment and retention of employees. D. Hostetler inquired how the statement would get out to the public and E. Kish stated it would go on the website. T. Barnes inquired if it would be displayed in the branches for higher visibility and L. Ryals-Massey stated that suggestion will be given to D. Conklin. L. Ryals-Massey suggested using the words under-served and under-represented instead of marginalized. F. Hinz moved to accept the DEI statement with the feedback provided. Motion supported by R. Crites. Roll call: ayes – Barnes, Crites, Hinz, Hostetler, Ryals-Massey and Towarnicy; nays – none.

Board Comments: D. Hostetler inquired about Beanstack. E. Kish stated it is used by patrons to track their reading.

L. Ryals-Massey asked Board Members to reach out to A. Goldyn or E. Kish if they would like to attend the MLA Conference.

L. Ryals-Massey asked Board Members to reach out to A. Goldyn if anyone wants to attend the annual staff in-service on October 9.

Adjournment: 7:39 pm.