

GENESEE DISTRICT LIBRARY BOARD MEETING
at
Genesee District Library Headquarters
5:30 p.m.
4195 W. Pasadena Ave
Flint, MI 48504
November 17, 2025
Minutes

- Call to Order: 5:31 p.m.
- Oath of Office: C. Stritmatter administered the oath of office to J. Johnson, who replaced V. Conerly-Moon as a Genesee County Board of Commissioners appointee.
- Present: Figueroa, Hostetler, J. Johnson, Ryals-Massey and Towarnicky.
- Also Present: C. Stritmatter (Corporation Counsel), D. Conklin and A. Goldyn. Public: T. Carlton.
- Absent: L. Johnson
- Public Comments: None.
- Approval of
Consent Agenda: A. Figueroa moved to approve the consent agenda as presented. Motion supported by D. Hostetler. Roll call: ayes – Figueroa, Hostetler, J. Johnson, Ryals-Massey, and Towarnicky; nays – none.
- Board Development: C. Stritmatter had nothing to report.
- Corporation Counsel: C. Stritmatter had nothing to report.
- GDL Foundation: J. Towarnicky stated she had nothing to report.
- Oath of Office: C. Stritmatter administered the oath of office to B. Gow (at 5:35 pm), who replaced J. Steffey as a Genesee County Board of Commissioners appointee.
- Written Reports: J. Towarnicky offered kudos to K. Collins for the technology tutoring with a patron on how to use the Retro Station to digitize a VHS tape.
- D. Hostetler thanked D. Conklin for including the statewide polling information about public support of libraries. He stated that type of information will be helpful when he is asked about the millage renewal.
- L. Ryals-Massey inquired about two recent legislation bills regarding book bans by groups from out of state. D. Conklin stated one was Freedom to Read, but cannot remember the name of the other. D. Conklin stated that he will include an update on that in his next report. L. Ryals-Massey stated for the benefit of the new members that we follow state legislation as it relates to libraries.
- L. Ryals-Massey inquired about the incident at the Baker Park branch. D. Conklin explained that it was not our video and there has been no further word from the City of Burton’s Police Department.

Written Reports
(continued):

L. Ryals-Massey stated that in February 2026 we are celebrating our 25th annual Black History Month Brunch. She also stated that 2026 is the 100th year of celebrating Black History. She encouraged all the Board members to support this Board sponsored event.

L. Ryals-Massey offered kudos to K. Collins for providing scam alerts at the Technology Outreach programs at the senior centers.

L. Ryals-Massey inquired about the Stuffies Sleepover Adventure and the expected outcome for the library. D. Conklin stated it is to generate interest with children by seeing pictures of their favorite stuffie take a behind the scenes tour of the library.

L. Ryals-Massey inquired what information is required on the State quarterly wage report and what it is used for. A. Goldyn replied the report contains employees' names and their earnings during the quarter. She continued to say that the wage information is used when individuals file tax returns or file a claim for unemployment.

Monthly Statistics:

D. Conklin stated that he prepared a physical circulation by municipality report for the 2024 calendar year. He stated it does not include the digital items. He stated that the unknown municipality category is due to people signing up for library cards online. L. Ryals-Massey inquired if there is a drop-down box for people to select the municipality when signing up for cards. D. Conklin replied our vendor's online sign-up system just verifies they live in our service area. He stated that when those people come in to check out materials, that's when the staff needs to add the correct municipality. A. Figueroa inquired if our vendor could just populate that field in for us. D. Conklin stated that due to the Michigan Library Privacy Act, we have to limit access to outside vendors. A. Figueroa inquired if the unknown municipality will be eliminated going forward and D. Conklin stated it would.

L. Ryals-Massey stated that at the Michigan Library Association conference, she found out that we have a Database Manager on staff. She stated that if the Board gives D. Conklin definitive categories they would like for statistics, the Database Manager can try to get that information from the system.

Finance Committee:

A. Figueroa stated the Finance Committee met on November 6 and discussed the 2026 budget. She stated that A. Goldyn thoroughly explained the budget and answered all the questions from Board members. She stated the committee recommends the Board approve the budget as presented.

Personnel/Policy
Committee:

D. Hostetler stated that it is the Board's responsibility to evaluate the Director's performance on an annual basis. He stated that in years past, Board members were given paper evaluations to complete. He stated that thanks to A. Figueroa's suggestion, the process was digitized this year. He stated that the Board members will receive an email with a link to an online document with radio buttons to rate D. Conklin's performance on the various questions. He stated there are comment boxes and asks that if you rate a question as unsatisfactory performance, that you leave a comment in that box. A. Figueroa asked if she could get a copy of D. Conklin's job description. She also inquired if her name would be attached to her evaluation response or if it is completely anonymous. D. Hostetler stated that the form says that the name field is optional and he is the only one that will see the individual responses. He stated that it is his goal to compile the responses and meet with D. Conklin prior to the January meeting to review it with him. B. Gow inquired if the evaluation results are tied to any salary increases or other benefits. D. Conklin replied that it does not have an effect on his salary or benefits. A. Figueroa inquired if the Board will see the final results. D. Hostetler stated the final scoring is reported to the Board and recorded in the meeting minutes.

Personnel/Policy

Committee
(continued):

B. Gow inquired if she leaves an answer blank or unable to rate, would it skew the final results and D. Hostetler replied it would not.

D. Hostetler stated there has been discussion of the Board completing a self evaluation. He stated this idea would be discussed further at the January committee meeting.

Tax Increment Finance
Authorities (TIFAs):

D. Conklin stated that previously the Board made a resolution to opt out of all available TIFAs. He stated that he is recommending that the Board reverse that resolution to prevent possible awkward situations with any of municipal partnerships in the future. C. Stritmatter stated he can prepare a resolution for the Board to vote on at the January meeting.

J. Towarnicky stated she was still not clear about TIFAs. D. Conklin and C. Stritmatter gave a detailed explanation of their purpose and answered questions from Board members.

Millage Language:

C. Stritmatter presented a sample of the ballot language for 2026. He stated he is still waiting for the Genesee County Equalization Director to provide an estimated levy amount and complete TIFA list, which are required to be listed on the ballot. He stated once he has that information, he will provide the final ballot language to the Board.

Millage Election Date:

J. Towarnicky moved to accept August 4, 2026 as the millage renewal election date. Motion supported by A. Figueroa. Roll call: ayes – Figueroa, Gow, Hostetler, J. Johnson, Ryals-Massey, and Towarnicky; nays – none.

Retirement Commission
Payment (Action Item):

A. Goldyn recommended making a one-time lump sum payment of \$2 million to reduce the unfunded pension liability with the Genesee County Employees' Retirement System. J. Towarnicky moved to approve the one-time lump sum payment to the Genesee County Employees' Retirement System. Motion supported by D. Hostetler. Roll call: ayes – Figueroa, Gow, Hostetler, J. Johnson, Ryals-Massey, and Towarnicky; nays – none.

2026 Budget
(Action Item):

A. Figueroa moved to approve the 2026 budget as presented. Motion supported by J. Towarnicky. Roll call: ayes – Figueroa, Gow, Hostetler, J. Johnson, Ryals-Massey, and Towarnicky; nays – none.

Board Comments:

L. Ryals-Massey asked the new Board members to briefly introduce themselves. J. Jordan stated she's excited to be on the Board. She stated that her background is working with disabled students. B. Gow stated she is a mother of four. She stated that she is the Executive Director of Family Service Agency, which helps disabled adults stay independent. She stated she has been on several other boards related to her position, but wanted to try something new. A. Figueroa welcomed the new members and said she is fairly new to the Board.

D. Conklin stated that we are currently negotiating a new contract with the Union. He stated there is a possibility we may need to hold a special meeting in December to vote on a new Collective Bargaining Agreement.

L. Ryals-Massey stated that she attended the recent Michigan Library Association conference. She stated it was an excellent conference and learned a lot during D. Conklin's breakout session. She encouraged other Board members to attend future conferences and that the cost would be covered by the Library.

Board Comments

Agenda Number: IV Item: B

(continued): L. Ryals-Massey wished everyone a happy Thanksgiving.

L. Ryals-Masey appointed B. Gow to the Finance Committee and J. Johnson to the Personnel/Policy Committee.

Adjournment: 6:58 p.m.