GENESEE DISTRICT LIBRARY BOARD MEETING
at
Genesee District Library's Grand Blanc-McFarlen Branch
5:30 p.m.
515 Perry Road
Grand Blanc, MI 48439
May 18, 2026
Minutes

Call to Order:	5:38 p.m.
Present:	Gow, Hostetler, Poletti, Ryals-Massey and Towarnicky.
Also Present:	C. Stritmatter (Corporation Counsel), D. Conklin, A. Klebba and A. Goldyn.
Absent:	Figueroa, J. Johnson, and L. Johnson.
Public Comments:	None.
Approval of Consent Agenda:	L. Ryals-Massey stated that she would like to revise the agenda so the 2025 Audit Report can be handled prior to Board Development. J. Towarnicky moved to approve the revised consent agenda. Motion supported by D. Hostetler. Roll call: ayes – Gow, Hostetler, Poletti, Ryals-Massey and Towarnicky; nays – none.
2025 Audit Report:	A. Goldyn introduced A. Gamble as one of the auditors from Lewis & Knopf. A. Gamble presented highlights of the audit. He stated that A. Goldyn is doing a fantastic job. L. Ryals-Massey inquired if A. Gamble had received any responses to the fraud questionnaire that was sent to the Board Members. A. Gamble replied that he did and there no concerns about potential fraud. A. Gamble stated it is rare to see governmental entities be overfunded on their OPEB liability. L. Ryals-Massey inquired how to respond to critics about being overfunded or having a large fund balance. A. Gamble stated that the correct and ethic thing is to be overfunded in order to meet all current and future obligations. He stated that it is always good to have a healthy fund balance, which you have. He stated that the fund balance will allow you to continue normal operations for almost a year if the millage does not pass. J. Towarnicky moved to approve the 2025 Audit Report as presented. Motion supported by D. Hostetler. Roll call: ayes – Gow, Hostetler, Poletti, Ryals-Massey and Towarnicky; nays – none.
Board Development:	A. Klebba, the Branch Operations Manager, gave a presentation on her daily responsibilities. She answered questions from various Board members.
Corporation Counsel:	C. Stritmatter stated he will provide information on the Open Meetings Act at the July meeting.
GDL Foundation:	J. Towarnicky had nothing to report.
Director's Report:	D. Hostetler asked for clarification on the Growing Libraries campaign and using funds for the millage. D. Conklin stated the Growing Libraries campaign has nothing to do with the millage election. He stated this campaign is to get information about services we provide to households that do not have library cards. He stated that we cannot use taxpayer funds to promote a yes vote for the millage election.

Director's Report (continued):

D. Hostetler stated he is amazed at the number of school outreach programs A. Austermann has attended.

L. Ryals-Massey inquired about the decline in patron visits at the Montrose branch. D. Conklin stated it was partly because we changed the branch hours to 7:30 am to 3:30 pm on Monday and Wednesday in a partnership with the school. He stated that some people were not able to visit the branch during those open hours.

L. Ryals-Massey thanked D. Conklin for holding the Volunteer and Friends Group appreciate event.

L. Ryals-Massey inquired if K.. Flynn could include a bit about making the website ADA compliant, as well as Growing Libraries, in her Board Development presentation. D. Conklin stated that K. Collins, the Digital Services Librarian, is actually the person that made our website ADA compliant.

L. Ryals-Massey inquired what is the expected outcome of the school outreach programs. D. Conklin stated it is to increase visibility of library services and programs, networking with teachers, and increase the number of registered patrons.

B. Gow inquired if the Library does any special programs during the summer months. D. Conklin replied we have the Summer Reading Program, as well as special programs featuring crafts, magicians, Bubbleman, etc.

L. Ryals-Massey stated that K. Collins did a fantastic job hosting a recent media transfer station program and B. Gow inquired what that was about. D. Conklin stated that we have special equipment at the Genesee Valley Center and Fenton locations that you can convert home film-based movies, VHS tapes and pictures to a digital format. B. Gow inquired if it was self-serve and D. Conklin replied it is; however, we do offer programs on how to use the equipment. L. Ryals-Massey inquired if this equipment could be purchased for the Headquarters building and D. Conklin replied that we will be getting some other equipment through a State program.

L. Ryals-Massey inquired what happened to the former Otisville librarian. D. Conklin stated that she was originally from Texas. He stated that after the death of a family member, she decided to move back to Texas.

Finance Manager's Report:

D. Hostetler inquired about the variance in the investment report from last year to this year. A. Goldyn replied it's partly to do with the OPEB transfer and partly due to a timing issue of when revenue has been received. She stated that Genesee County's Treasurer office has been releasing the revenue a little later than in past years.

D. Hostetler inquired about the expenditures graph. A. Goldyn stated she did not realize it was not included in the packet, but will email it to all the Board Members in the next couple of days.

L. Ryals-Massey inquired who has access to the company credit card and when is it used versus paying by check. D. Conklin replied that he has a card and A. Goldyn has a separate card. A. Goldyn stated that the other managers use her card when they need to make an online purchase for software or other materials they can't find elsewhere. She stated the managers will give her a receipt when they return the card. She stated she then reconciles all the receipts to the monthly statement before writing the check. L. Ryals-Massey stated she knows that there is a potential for fraud using company credit cards. A. Goldyn stated that she watches everything like a hawk to prevent any misuse.

Finance Manager's Report (continued):	L. Ryals-Massey inquired about a vendor named CDW Government and what items are purchased from them. A. Goldyn stated we purchase various IT parts, computers and software from them.
Monthly Statistics:	D. Hostetler remarked at the higher program attendance. D. Conklin stated that we are trying to provide more online and virtual programs to meet the needs of our patrons. L. Ryals-Massey stated that the Cooking with Ming programs are very popular and usually have a large turnout.
Finance Committee:	Nothing to report.
Personnel/Policy Committee:	D. Hostetler stated there is a meeting on June 10 to discuss the revised Purchasing Policy and the draft copy of a new AI Policy. D. Hostetler stated that a Board Evaluation form was handed out at a previous meeting. He stated he is trying to see if there's any interest in moving forward with it. L. Ryals-Massey inquired if this was going to be included on the agenda for the June 10 meeting. Discussion. D. Hostetler stated based on advice from legal counsel, it would be discussed at the committee meeting.
Strategic Plan:	D. Hostetler inquired if D. Conklin has started looking for a Community Engagement Specialist. D. Conklin stated he has not had any direction from the Board about this position yet. He stated that a need assessment would be done. He stated that a job description would then be drafted and brought forward for approval from the Personnel Committee. J. Towarnicky moved to approve the Strategic Plan. Motion supported by D. Hostetler. Roll call: ayes – Gow, Hostetler, Poletti, Ryals-Massey and Towarnicky; nays – none.
New Linden Library Equipmenet Quote:	D. Conklin stated he has been working with Linden's DPW Director and City Manager about the building renovations for the Linden branch. He stated that all the Library equipment that was in the building was quite old and not necessarily efficient. He stated that the plan is to provide new equipment to make the space work more efficiently. J. Towarnicky inquired about the lead time to get the new equipment. D. Conklin stated that if the proposal is approved today, it should provide enough time to receive it when needed. J. Towarnicky moved to approve the quote from Library Design to not exceed $110,000. Motion supported by B. Gow. Roll call: ayes – Gow, Hostetler, Poletti, Ryals-Massey and Towarnicky; nays – none.
Board Comments:	D. Hostetler inquired about movement on the state budget to increase funding to libraries. D. Conklin stated that he has not heard anything more. L. Ryals-Massey thanked everyone for their work so far on the millage campaign.
Adjournment:	6:55 pm