

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

January 26, 2015

Minutes

- Call to Order: 5:30 p.m.
- Present: Bennett, Conerly-Moon, Crites, Delaney, Frazier and Ryals-Massey.
- Also Present: M. Gildner (Corporation Counsel), D. Conklin, A. Goldyn, E. Button and J. Escamilla.
Public: A. Staggs.
- Absent: Lane.
- Public Comments: None.
- Approval of
Consent Agenda: R. Crites moved to accept the consent agenda as presented. Motion supported by L. Ryals-Massey. Roll call: ayes – Bennett, Conerly-Moon, Crites, Delaney, Frazier and Ryals-Massey; nays – none.
- Board Development: Nothing to report.
- MMLC: R. Crites distributed a folder to each board member that provided a financial snapshot of the MMLC and gave an overview of their services. He mentioned the annual advocacy trip to Washington DC. He also spoke about a workshop that will be held on February 14 called “Reaching the Reluctant Reader” that will be held at the GISD and E. Button stated that she and two other GDL staff members will be attending it.
- Corporation Counsel: M. Gildner stated the judge assigned to the pending lawsuit has denied our request to dismiss the case and an appeal has been filed.
- GDL Foundation: Nothing to report.
- Written Reports: L. Ryals-Massey inquired if there is a maximum number of prints a patron could print in one day. D. Conklin replied that patrons get the first five prints for free, but then have to pay ten cents per page after that. He stated he was not aware of any printing limit issues.
- L. Ryals-Massey inquired if D. Conklin spending a lot of time at Grand Blanc on the Claffey project was the best use of his time. D. Conklin replied that we have to provide access to the building for the vendors and there are two projects going on at the same time. He stated that there were some issues that came up and he was able to respond to it quickly because he was on site at the time. L. Ryals-Massey inquired if a final cost list was given to the board. D. Conklin replied that it was given to the board months ago. L. Ryals-Massey inquired about the Fenton project. D. Conklin replied a new issue has come up with the pipes and may delay the re-opening to March.

Written Reports (continued):

W. Frazier inquired about a re-opening date for the Genesee Valley Center location. D. Conklin stated that it has already re-opened and that A. Goldyn coordinated the clean-up/restoration with ServPro. A. Goldyn stated the location was closed for slightly less than two weeks. W. Delaney inquired about the cost to GDL. A. Goldyn replied that our only cost is the \$500 insurance deductible. W. Delaney inquired about the final cost to the insurance company. A. Goldyn replied that she has not received a final bill but would estimate that it would be approximately \$5000. Further discussion centered on the causes and number of times the location has flooded and the possibility of the insurance rates increasing. V. Conerly-Moon suggested looking into alternative locations.

L. Ryals-Massey gave kudos on the team building exercise and the GISD partnership.

L. Ryals-Massey inquired if the new computers at Grand Blanc are coming out of the technology budget or from the Claffey gift funds. D. Conklin stated they were purchased using a technology grant from the MMLC.

D. Conklin stated that the two administrative positions have been filled. He stated that the new IT Manager is C. Wells, who is a former GDL employee. He stated the Branch Operations Manager is M. Higginbottom, who is the Senior Librarian at the Davison location.

Monthly Statistics: Nothing to report.

Finance Committee: Nothing to report.

Marketing Committee: Nothing to report.

Personnel Committee: L. Ryals-Massey stated that she and W. Delaney met with D. Conklin prior to this meeting to discuss the results of his evaluation, which will be discussed further in closed session.

Policy Committee: Nothing to report.

2014 Budget
Adjustments:

A. Goldyn stated that as required by generally accepted accounting practices, there are some budget neutral year-end adjustments that need to be approved. V. Conerly-Moon inquired if the decrease in the administration salary affects a position. A. Goldyn stated that there two former employees' salaries that were budgeted at a higher rate, but the positions were filled at a lower salary. V. Conerly-Moon moved to accept the 2014 budget adjustments. Motion supported by W. Frazier. Roll call: ayes – Bennett, Conerly-Moon, Crites, Delaney, Frazier and Ryals-Massey; nays – none.

Claffey Project
Update:

D. Conklin presented and discussed the updated expenditure spreadsheet on the Claffey project.

Employee Retirement Income
Security Act (ERISA) Plan

Document Compliance: J. Escamilla stated she discovered that GDL has been out of compliance with ERISA since 2009. She stated she has met with a consultant that will help GDL create an ERISA plan document and help with the self reporting with the Department of Labor for being out of compliance. W. Delaney inquired about the cost of this service. J. Escamilla stated that it is estimated that it will be \$1500 for the self-reporting penalty and another \$1500 to create the ERISA compliant plan document. W. Delaney inquired if it was included in the 2015 budget and A. Goldyn replied it was not and a budget amendment will be requested at a later date.

Agenda Number: IV Item: C

Director's Evaluation: D. Conklin requested that his evaluation be discussed in closed session. S. Bennett moved to enter into closed session at 6:12 pm to discuss the Director's Evaluation. Motion supported by L. Ryals-Massey. Roll call: ayes – Bennett, Conerly-Moon, Crites, Delaney, Frazier and Ryals-Massey; nays – none.

Open Session: V. Conerly-Moon moved to return to open session at 6:30 pm. Motion supported by R. Crites. Roll call: ayes – Bennett, Conerly-Moon, Crites, Delaney, Frazier and Ryals-Massey; nays – none.

L. Ryals-Massey moved to accept the evaluation as presented. Motion supported by V. Conerly-Moon. Roll call: ayes – Bennett, Conerly-Moon, Crites, Delaney, Frazier and Ryals-Massey; nays – none.

Board Comments: None.

Adjournment: W. Frazier moved to adjourn at 6:34 pm. Motion supported by V. Conerly-Moon.