

**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**

**May 18, 2015**

**Minutes**

- Call to Order: 5:30 p.m.
- Present: Armstrong, Bennett, Crites, Delaney, Frazier, Lane and Ryals-Massey.
- Also Present: P. Mooney (Corporation Counsel), D. Conklin, A. Goldyn and J. Escamilla.
- Absent: Conerly-Moon.
- Public Comments: None.
- Approval of  
Consent Agenda: C. Lane moved to approve the consent agenda and amend the April 20 meeting notes to include an adjournment time. Motion supported by S. Bennett. Roll call: ayes – Armstrong, Bennett, Crites, Delaney, Frazier, Lane and Ryals-Massey; nays – none.
- Board Development: P. Mooney stated he was filling in for M. Gildner and P. Parker tonight. He stated there is no board development to discuss.
- MMLC: Nothing to report.
- Corporation Counsel: Nothing to report.
- GDL Foundation: Nothing to report.
- Written Reports: L. Ryals-Massey inquired if an evacuation plan was being included with the project M. Higginbottom is working on with branch floor plans. D. Conklin stated that is one of the goals of this project.
- L. Ryals-Massey inquired about the separation of S. Bleuer. J. Escamilla stated she was granted an early retirement with the Genesee County Employees Retirement Commission.
- C. Lane inquired about the red marks on the carpet at Grand Blanc. D. Conklin stated that the marks are faded now, but they were not removed completely. He stated that he anticipates that eventually the carpet will be replaced.
- C. Lane inquired if it was known if the City of Fenton was able to acquire the vacant building next the library so that the parking lot could be enlarged. D. Conklin stated he knows the city is interested in it; however, he does not know if/when they will be able to acquire it.
- C. Lane inquired about the locations of some of the branch incidents listed in his report. D. Conklin replied with the branch locations.

Written Reports  
(continued):

L. Ryals-Massey inquired about the purchase of new technology equipment and if it was included in the technology plan. D. Conklin replied it was included in the technology plan, as well as the annual budget. She inquired about the active directory process and D. Conklin replied that it used to track who has access/rights to certain software. L. Ryals-Massey inquired about the clean-up in the IT Department. D. Conklin stated the clean-up had to do with labeling the various cables in the server room and rearranging shelves for better access.

S. Bennett complimented D. Conklin on his very thorough monthly report.

M. Armstrong stated her concern on only two schools participated in March reading month events. D. Conklin explained that the schools invited GDL to attend their events.

M. Armstrong asked for an explanation of the Headlee Amendment. D. Conklin stated that in simple terms, it limits the amount property taxes can be increased each year. D. Conklin asked if anyone on the Board with Headlee experience would care to elaborate. C. Lane explained that the Headlee Amendment limits the increase amount to the rate of inflation or 5% whichever is less each year.

Monthly Statistics: Nothing to add.

Finance Committee: C. Lane inquired if a meeting could be scheduled to discuss items in general. W. Delaney stated it could.

Marketing Committee: Nothing to report.

Personnel Committee: L. Ryals-Massey stated the committee met April 1 to discuss the ERISA document and the director evaluation process. She stated the committee recommends the board approve these two action items. She stated the committee has tabled the discussion of a children's librarian until the next committee meeting and reminded the board about the hiring freeze.

Policy Committee: Nothing to report.

Claffey Project Update: D. Conklin provided the board members with an updated list of the project. He stated that the items highlighted in yellow are potential Friends group purchases. If the Friends do not purchase the items, GDL will not get them.

Millage: C. Lane stated she accepted the Chairperson position on the millage committee. She said that she is currently waiting for more information from the County Election Director regarding the election costs. She requested that this item be tabled until the June 15 meeting. W. Frazier inquired when the ballot language needs to be turned in. P. Mooney stated that it needs to typically be turned into the County Clerk's office 15 Tuesdays before the election date.

Annual Audit Report: A. Goldyn stated that GDL follows all generally accepted accounting practices and GASB regulations and that we had another good/clean audit, as a result. She recommended that the board approve the audit report as presented. C. Lane inquired about placing the OPEB liability discussion on the June agenda or having the Finance Committee discuss it. W. Delaney stated that we have two outstanding liabilities: the County Retirement Commission and the OPEB. He stated that A. Goldyn is attempting to reduce or eliminate unfunded liability amount with the County Retirement Commission by paying more than the required contribution rate over the next three to five years to reduce the impact GASB 68 will have on the balance sheet starting with the 2015 audit report. W. Delaney stated that the OPEB and Retirement Commission liabilities could be

Annual Audit Report  
(continued):

discussed further at future meetings. C. Lane stated another concern she had was the uninsured bank account amount. W. Delaney stated from an operational standpoint, it would be a nightmare to try to divide the money up into enough banks for it all to be insured. He stated that it is up to the Finance Manager to deposit the monies into only banks and credit unions that are in secured financial shape. C. Lane moved to approve the 2014 audit report as presented. The motion was supported by R. Crites. Roll call: ayes – Armstrong, Bennett, Crites, Delaney, Frazier, Lane and Ryals-Massey; nays – none.

ERISA Plan Document:

L. Ryals-Massey stated it is a required Federal government document regarding the governance of supplemental retirement plans. C. Lane applauded J. Escamilla for finding the error of not having the document. L. Ryals-Massey moved to approve the ERISA Plan Document as presented. Motion supported by W. Frazier. Roll call: ayes – Armstrong, Bennett, Crites, Delaney, Frazier, Lane and Ryals-Massey; nays – none.

Director Evaluation  
Process:

L. Ryals-Massey moved to approve the revised director evaluation process. Motion supported by M. Armstrong. Roll call: ayes – Armstrong, Bennett, Crites, Delaney, Frazier, Lane and Ryals-Massey; nays – none.

Board Comments:

C. Lane inquired if anything new had been heard about the lawsuit. P. Mooney stated that he had not heard anything. D. Conklin stated that another mediation session would be held in June.

Adjournment:

R. Crites moved to adjourn at 6:19 p.m. Motion supported by C. Lane.