

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

October 17, 2016

Minutes

- Call to Order: 5:37 p.m.
- Present: Armstrong, Conerly-Moon, Crites, Lane and Ryals-Massey.
- Also Present: C. Boike, D. Conklin, and A. Goldyn.
- Absent: Bennett, Delaney, and Frazier-Jenkins.
- Public Comments: None.
- Approval of
Consent Agenda: C. Lane moved to approve the consent agenda. Motion supported by R. Crites. Motion carried unanimously.
- Board Development: Nothing to report.
- MMLC: R. Crites reported they had a meeting at our Grand Blanc location.
- Corporation Counsel: D. Conklin reported there is some early discussion regarding the lease/service agreement for the Flushing location.
- GDL Foundation: Nothing to report.
- Written Reports: C. Lane inquired about the grants listed in the Director's report but not seeing it listed on the financial reports. D. Conklin stated that we have just applied for some of the grants listed, while others GDL will not actually receive the funds. D. Conklin also stated that grant money may have been received in a previous year and is just now being expended. A. Goldyn stated that grant revenue has been received and is listed in the financial reports. C. Lane apologized and stated she was looking at the wrong column. L. Ryals-Massey offered kudos to the staff members that help write the grants.
- L. Ryals-Massey inquired about the broken circuit breakers at the Grand Blanc location. D. Conklin replied that they were old circuit breakers.
- L. Ryals-Massey inquired about the Prime Time Family Time and how the families would be selected to participate. D. Conklin replied that it would be covered in the grant training session our staff will attend. L. Ryals-Massey inquired about the grant amount and D. Conklin stated we have been awarded the full requested amount of \$8,000.
- L. Ryals-Massey inquired about an IT staff member being part of the Michigan Innovative Users Group board. D. Conklin stated she will play an active role in making software enhancement suggestions on behalf of libraries in Michigan.

Written Reports
(continued):

C. Lane remarked that some of the patrons are becoming a bit unruly after reading the incident reports section of the Director's report. However, she wanted to offer kudos to the staff for stepping up and handling the situations.

V. Conerly-Moon inquired about the Vera B. Rison guest book. D. Conklin replied that there was an online guest book that people could leave condolence messages for Vera B. Rison's family after she passed away. He stated that he discovered that it was going to be removed soon and instructed staff to create a print and digital copy of the website and to order print versions of the guestbook to keep at the library.

C. Lane remarked she's happy to see that the work on the wall at the Beecher location has been completed.

R. Crites inquired what does the acronym "EFTPS" stand for in the monthly check register. A. Goldyn replied that it is the Electronic Federal Tax Payment System, or EFTPS, for reporting the tax withholdings from payroll.

C. Lane stated that she would like to see the adoption of the annual budget on the November agendas. L. Ryals-Massey inquired if it is in the by-laws to approve the budget at the December meetings. A. Goldyn stated that the next year's budget must be adopted no later than the December meeting. A. Goldyn stated the budget is completed and is ready to set a finance committee meeting to review it.

Monthly Statistics: D. Conklin stated the trend on print materials continues to go down, while the digital materials are trending up.

Finance Committee: Nothing to report.

Marketing Committee: Nothing to report.

Personnel Committee: L. Ryals-Massey stated the Director's evaluation forms will be emailed out on Friday, October 21 and it is critical that they are returned to the committee on time.

Policy Committee: Nothing to report.

Proposed Scheduled Closing for 2017: C. Lane moved to approve the 2017 Scheduled Closings as presented. Motion supported by V. Conerly-Moon. Roll call: ayes – Armstrong, Conerly-Moon, Crites, Lane and Ryals-Massey; nays – none.

Proposed Board Meeting Dates for 2017: C. Lane moved to approve the 2017 Board Meeting dates as presented. Motion supported by V. Conerly-Moon. Roll call: ayes – Armstrong, Conerly-Moon, Crites, Lane and Ryals-Massey; nays – none.

Board Comments: C. Lane stated she enjoyed the in-service day and had high accolades to the staff for putting it together. L. Ryals-Massey agreed and enjoyed the guest speaker D. Smith from Skaff and the wellness speaker.

V. Conerly-Moon remarked on the level of publicity the library is receiving. She stated it is reaching all the communities.

Adjournment: C. Lane moved to adjourn at 6:05 p.m. Motion supported by R. Crites.