

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 23, 2017

Minutes

Call to Order: 5:48 p.m.

Present: Armstrong, Bennett, Crites, Delaney, Lane and Ryals-Massey.

Also Present: C. Boike, K. Williams, D. Conklin and A. Goldyn

Absent: V. Conerly-Moon, and W. Frazier-Jenkins.

Public Comments: None.

Approval of

Consent Agenda: L. Ryals-Massey moved to approve the consent agenda. Motion supported by C. Lane. Motion carried unanimously.

Board Development: Nothing to report.

MMLC: R. Crites stated a meeting was held by phone due to icy roads.

Corporation Counsel: Nothing to report.

GDL Foundation: Nothing to report.

Written Reports: C. Lane complimented D. Conklin on his report. She asked D. Conklin to explain about the tax increment finance authority (TIFA) legislation. D. Conklin stating that the date changed on the legislation to January 1, 2017. He continued to say that our last millage was approved before the effective date of the legislation, which means that GDL may not see relief from the various TIFA's in Genesee County until our millage is renewed again in ten years. He stated that he will be sending a letter to each of the local municipalities to gather information to see what type of relief we can expect from the local TIFA's.

C. Lane inquired if the employee that was involved in the GDL vehicle accident was okay and if there's a possibility of being sued. D. Conklin replied the employee is okay; however, it is unknown if the other driver will file a lawsuit. He stated that he arrived on the accident scene and witnessed the other driver walking about and did not appear to be injured. C. Lane suggested talking to our attorney to have notes on file about the accident. D. Conklin stated that a thorough internal investigation was documented and reviewed with the attorney. He also stated that the employee involved in the accident has resigned.

C. Lane inquired about guns in the library and how GDL can be exempted. D. Conklin stated that the Michigan Supreme Court ruled in 2012 that guns could be carried into libraries. C. Boike stated that the court recently ruled that guns could be banned from schools, but not in libraries.

Written Reports
(continued):

L. Ryals-Massey inquired about the revised job description and if the attorney needed to review it. D. Conklin stated that it is one of the action items on tonight's agenda as a letter of agreement with the union. He stated it is not necessary for the attorney to review it.

L. Ryals-Massey inquired if exit interviews were held with the staff that left. D. Conklin stated that J. Klich holds exit interviews with the full-time staff, but not the part-time Pages.

L. Ryals-Massey offered kudos to the Children's Librarian for creating a reading list for boys and inquired how she determined what to place on the list. D. Conklin stated that librarians are trained on certain resources and they can reach out to other librarians around the state to see what they are doing.

L. Ryals-Massey offered kudos to C. Wells for discovering the billing error from a service provider.

M. Armstrong commented that she appreciated the 40% increase in programs during 2016.

M. Armstrong inquired about the Early Literacy sponsors for the Black History Month Brunch. D. Conklin stated it's a new classification of supporters for the brunch. L. Ryals-Massey stated that these sponsors will be announced at the brunch.

M. Armstrong inquired if retiring employees receive a certificate or other type of recognition. D. Conklin stated that there is no formal process/procedure to honor retiring employees.

L. Ryals-Massey inquired about a new vendor listed on the check register. A. Goldyn stated that GDL has used Frankenmuth Mutual Insurance for several years for various business insurance needs.

L. Ryals-Massey inquired about the expenditures on the audio-visual and miscellaneous line items that exceeded the budgeted amounts. A. Goldyn replied the miscellaneous line includes expenditures for donations and grants. She explained that we received more donation money than expected; therefore, we were able to spend more than originally budgeted. She also explained that originally we did not expect to receive grant revenue, but received some and it was expended accordingly. She explained that with the audio-visual line expenditures, GDL was simply trying to keep up with patron demands.

Monthly Statistics:

D. Conklin stated that the November and December statistics were handed out. L. Ryals-Massey stated she would prefer to receive this information in a different format.

Finance Committee:

Nothing to report.

Marketing Committee:

R. Crites stated a meeting was recently held at Grand Blanc. He stated that K. Flynn gave a presentation on what the community relations department does to market the library's services. He stated that about three percent of the annual budget is used for marketing. He stated that an abbreviated presentation will be given to the full board. C. Lane stated the presentation was exceptional. S. Bennett said it was phenomenal. C. Lane stated that she and other committee members felt there might not be any need for a standing marketing committee.

Personnel Committee:

L. Ryals-Massey stated the committee met on the 17th to prepare the Director's annual evaluation, which will be an action item at the February meeting.

Policy Committee: Nothing to report.

2016 Budget
Amendments:

A. Goldyn stated that the list of proposed 2016 budget amendments was included in the board packet. She stated that it is a simple budget neutral adjustment to specific line items and is required by state guidelines. C. Lane moved to approve the budget amendments as presented. Motion supported by R. Crites. Motion carried unanimously.

2016 OPEB
Recommendation:

A. Goldyn stated she is recommending that \$150,000 be transferred from the General Operating Fund to the Retiree Healthcare Fund. L. Ryals-Massey moved to approve the OPEB recommendation. Motion supported by S. Bennett. C. Lane stated she would prefer more be set aside. A. Goldyn stated that the amount can be changed at the Board's discretion; however, she prefers the recommended amount. L. Ryals-Massey stated she thought the Board had previously agreed to follow the Finance Manager's recommendations. Further discussion centered on the OPEB liability amount stated in the latest actuarial report. Motion carried unanimously.

Retiree Healthcare:

D. Conklin stated that K. Williams is present because he was involved with last year's contract negotiations. He stated that K. Williams had brought a U. S. Supreme Court decision on retiree healthcare to the Board's attention during that time. He stated that at the Board's request, he began investigating different options regarding the retiree healthcare. He stated a meeting was held earlier this month with K. Williams, W. Delaney, L. Ryals-Massey and GDL Administrators at K. Williams' office to discuss the matter further. K. Williams stated the U.S. Supreme Court decision stated that benefit levels are vested only during the current union contract period and employers may make changes after the contract expires. He stated that GDL pays approximately \$367,000 annually for retiree healthcare and they only contribute approximately \$15,000; but GDL pays approximately \$326,000 annually for active employees and they contribute approximately \$35,600 annually. K. Williams stated that it is proposed to have all retirees contribute ten percent of their annual healthcare premium. W. Delaney inquired when the current union contract expires if the percentage of payment can be revised and K. Williams replied that is correct. K. Williams stated this change will help reduce the unfunded OPEB liability. L. Ryals-Massey inquired how retirees would be notified about this change. D. Conklin stated that letters would be mailed to each retiree informing the change would be effective July 1st and informational meetings would also be held. L. Ryals-Massey moved to accept the proposed retiree healthcare premium of ten percent of the annual premium cost. Motion supported by S. Bennett. Further discussion centered on the possibility of lawsuits and recent court decisions. Motion carried unanimously.

Replacement Vehicle:

D. Conklin stated that as outlined in his report that an employee had an accident with the GDL delivery van. He stated that the insurance company has totaled the vehicle. He stated that we are in need of a replacement vehicle. He stated that D. McGuire, the Technical Services Manager, has received quotes from different area dealerships for a replacement vehicle that will closely meet our specifications since the former vehicle is no longer produced. He stated that we are recommending purchasing the Ford vehicle as it is closest to the specifications and will be delivered the fastest. W. Delaney inquired if we looked at State of Michigan vehicle bids, but D. Conklin stated it is a specialized vehicle and does not believe they would have the specifications we need. M. Armstrong moved to accept the purchase of the Ford Transit van. Motion supported by C. Lane. A. Goldyn stated that GDL received a check for the value of the totaled van from the insurance company that will help offset the cost of the new vehicle. Motion carried unanimously.

Letter of Agreement –
Delivery Driver:

D. Conklin stated the letter of agreement in the packet adds the new delivery driver position to the same union classification as the previous Material Handlers' position. C. Lane inquired if the union has agreed to the job title, description and wage scale and D. Conklin replied they have agreed to it. C. Lane moved to accept the letter of agreement. Motion supported by L. Ryals-Massey. Motion carried unanimously.

Board Comments:

L. Ryals-Massey stated that during the October in-service that an issue came up regarding the lost library cards policy with non-custodial parents. D. Conklin stated he does not recall that issue, but he will review it and report to L. Ryals-Massey.

M. Armstrong wanted to thank staff for the quick response to her list of written questions regarding the Black History Month Brunch.

S. Bennett stated that her husband located a comment on Facebook regarding the new Makers Club to be held at the Fenton and Grand Blanc locations at 3:30 p.m. She stated that the comment stated that the club is great; however, the elementary school kids don't get out of school until after 3:30 p.m. She stated it is a little concerning since that is the age demographic that GDL is trying to reach.

C. Lane stated she passed along GDL website link information on the Grand Blanc Township website. She suggested notifying the other local municipalities about placing the GDL website information on their webpages. D. Conklin stated that the municipalities we have partnerships with already have the information on their websites.

M. Armstrong inquired about having tax preparer programs for seniors at the branches and if it is something provided by AARP. D. Conklin stated that if it's a program provided by GDL, it would go through our Community Relations department and he will check with them and follow-up with her.

Adjournment:

M. Armstrong moved to adjourn at 7:03 p.m. Motion supported by R. Crites.