

GENESEE DISTRICT LIBRARY BOARD MEETING

At

Genesee District Library Headquarters

5:30 p.m.

4195 West Pasadena Avenue

Flint, MI 48504

February 18, 2019

Minutes

- Call to Order: 5:38 p.m.
- Present: Bennett, Delaney, Jones, Ryals-Massey and Towarnicky.
- Also Present: C. Stritmatter (Corporation Counsel), D. Conklin and A. Goldyn.
- Absent: Armstrong, Conerly-Moon and Crites.
- Pre-Audit Questions: K. Kelly and A. Gamble of Lewis & Knopf spoke about the scope of their audit work. They asked standard internal control questions and received answers from the Board.
- Public Comments: None.
- Approval of
Consent Agenda: S. Jones moved to approve the consent agenda. Motion supported by J. Towarnicky. Motion carried unanimously.
- Board Development: Nothing to report.
- MMLC: Nothing to report.
- Corporation Counsel: C. Stritmatter stated that the motion for summary disposition was heard on February 11th. He stated that the judge did not make a ruling on the case and has taken it under advisement. He stated that if it is denied, then the case would proceed to a jury trial.
- GDL Foundation: Nothing to report.
- Written Reports: L. Ryals-Massey offered kudos to the individuals and local friends groups making donations to the library branches they support.
- L. Ryals-Massey inquired about the Community Relations data collection project by R. Tackabury and how it will affect the statistics the board sees. D. Conklin stated that it is an internal data collection that will make it easier to report figures on the annual state aid form.
- L. Ryals-Massey thanked A. Goldyn for her connections at the Water & Waste Department to receive a quick repair response to replace the water meter that froze and broke.
- L. Ryals-Massey inquired about what kind of robots are used for the coding programs. D. Conklin replied that they are the miniature hex-bug type robots and Chromebooks are used to create the coding on the robots.
- S. Bennett agrees with the proposed every other month board meeting schedule. She thanked the staff for investigating the feasibility of it.

Written Reports
(continued):

S. Bennett offered kudos to R. Tackabury for the everything that he's been able to accomplish so far.

S. Bennett inquired about the Flushing patron that fell in the parking lot and left via ambulance. D. Conklin stated that we have not heard anything further about the patron's condition.

S. Bennett stated she believes that all staff should be required to take the GDL-U course given by A. Goldyn on how the GDL's annual budget is prepared.

S. Jones inquired about the replacement cost of the battery back-up and if it's included in the budget adjustments. D. Conklin replied that he expects it to be approximately \$15,000 and the cost is included in the 2019 operating budget.

L. Ryals-Massey inquired about receiving a full report on the Black History Month Brunch. D. Conklin stated that is handled at the committee level. L. Ryals-Massey stated that is something that has been presented to the full board. D. Conklin replied that a report will be presented at the March meeting.

S. Bennett stated that A. Goldyn always presents thorough information in her reports. L. Ryals-Massey also stated that A. Goldyn is always willing to answer questions about the reports.

A. Goldyn stated she requires board action to continue forward with the state required corrective action plan on the retiree healthcare liability reporting. She stated that the detailed plan will be presented at the March meeting. W. Delaney stated that it would be added to the agenda under new business.

Monthly Statistics:

D. Conklin stated that the December and January statistics have been handed out and noted the change to the reporting format. He stated that the statistics for the digital materials should be a true comparison beginning in March or April because of the vendor reporting changes that happened last year.

Finance Committee:

Nothing to report.

Marketing Committee:

Nothing to report.

Personnel Committee:

W. Delaney stated that L. Ryals-Massey has struggled to receive the feedback for the Director's annual evaluation. He stated that a few board members still have not responded. He stated it would be greatly appreciated if the feedback was received as soon as possible so that the evaluation process could be completed.

J. Towarnicky offered kudos to the Personnel Committee to get the Digital Librarian position approved and filled. She can see all the wonderful work that has been completed in such a short period of time.

Policy Committee:

Nothing to report.

Meeting Schedule:

S. Jones moved to accept the change to the meeting schedule to an every other month schedule and to change the board by-laws. Motion supported by J. Towarnicky. L. Ryals-Massey stated she agrees with the schedule as long as we have better board attendance so that it does not interfere with library operations. S. Bennett inquired if something could be done about members that rarely attend the meetings. D. Conklin stated that the board by-laws state that failure to attend three consecutive meetings may be reported to the appointing authority. He stated that the key word is "may". W. Delaney stated that if the board wishes to enforce that action, he would be agreeable to it; however the board must

Meeting Schedule
(continued):

receive notice that such action has been done. L. Ryals-Massey inquired when the meeting schedule change would take effect. W. Delaney stated it would take effect today. Roll call: ayes – Bennett, Delaney, Jones, Ryals-Massey and Towarnicky; nays – none.

2018 Budget
Adjustments:

A. Goldyn stated the proposed budget amendments do not increase the overall budget; it simply reallocates funds to specific line items as required by state guidelines. S. Jones moved to approve the budget adjustments. Motion supported by L. Ryals-Massey. Motion carried unanimously.

Corrective Action
Plan:

A. Goldyn stated that she requires board approval to move forward with creating a detailed corrective action plan for the State of Michigan’s retiree healthcare liability reporting. S. Jones moved to approve A. Goldyn creating the plan. Motion supported by J. Towarnicky. L. Ryals-Massey would recommend that the Board Chair and D. Conklin review the report before it is submitted to the State. A. Goldyn replied that it would be available to the entire board in the March packet. Motion carried unanimously.

Board Comments:

S. Bennett stated that she believes the rating system for the director’s evaluation should be changed. L. Ryals-Massey stated the board has had this conversation before and would prefer it not occur in front of D. Conklin as it puts him in an awkward situation. She further stated it should be handled at the committee level.

L. Ryals-Massey stated it was kind of sad that she was the only board member to attend the Black History Month Brunch, which is a board sponsored event. D. Conklin thanked L. Ryals-Massey for doing a remarkable job filling in for W. Delaney and representing the board at the event. D. Conklin stated that a Brunch report will be provided at the March meeting.

S. Jones stated he feels bad that he wasn’t able to attend the Brunch this year. He believes that it’s an outstanding event and believes the honorees were very deserving of the recognition.

Adjournment:

J. Towarnicky moved to adjourn at 6: 31 pm. Motion supported by S. Jones.