

**GENESEE DISTRICT LIBRARY BOARD MEETING**

**At**

**Genesee District Library Headquarters**

**5:30 p.m.**

**4195 West Pasadena Avenue**

**Flint, MI 48504**

**March 18, 2019**

**Minutes**

- Call to Order: 5:33 p.m.
- Present: Armstrong, Conerly-Moon, Crites (via phone), Delaney, Jones (at 5:51 pm), Ryals-Massey and Towarnicky.
- Also Present: P. Parker (Corporation Counsel), D. Conklin and A. Goldyn. Public: K. Kelly, A. Gamble and L. Foley.
- Absent: Bennett.
- Public Comments: None.
- Audit Presentation: K. Kelly, CPA of Lewis & Knopf, highlighted the results of the recent audit. He stated that GDL had another clean audit and noted that A. Goldyn continues to do an excellent job with the library's finances. He answered various questions from the board members.
- Approval of Consent Agenda: L. Ryals-Massey moved to approve the consent agenda. Motion supported by V. Conerly-Moon. Motion carried unanimously.
- Board Development: Nothing to report.
- MMLC: R. Crites stated that MMLC Director will be retiring at the end of September. He stated that the MMLC has begun to search for a replacement. He stated they hope to have a replacement chosen by the middle of May.
- Corporation Counsel: P. Parker stated that he will have an updated of the lawsuit at the next meeting.
- GDL Foundation: M. Armstrong stated she handed out a written report regarding the Foundation.
- Written Reports: M. Armstrong inquired about the Motherly Intercession grant and how the funds would be spent. D. Conklin stated he didn't have the exact details but would get the information to her.
- M. Armstrong inquired if we are offering any public computer classes. D. Conklin stated the Digital Librarian is currently training the staff on the usage of databases available so they can better serve patrons. He stated that as soon as that training is completed then public computer classes would be scheduled.
- L. Ryals-Massey offered her kudos to K. Badgley, the Children's Librarian, because of the variety of programs she provides.
- L. Ryals-Massey inquired how the fines waived process works. D. Conklin replied that the staff uses their best judgement with coaching from Branch Operations Manager M. Higginbottom-Johnson.

Written Reports  
(continued):

J. Towarnicky suggested there would be value to providing certificates of completion to the kids that have attended the technology training programs. D. Conklin thanked her for the suggestion and stated he would pass it along to the Community Relations Manager K. Flynn.

M. Armstrong stated that she recently attended Community Coalition grant writing seminars. She stated it talked about grants that anyone can apply for. She stated that GDL really needs to have someone there representing the library.

S. Jones apologized for being late to the meeting. He also stated that he thoroughly enjoyed reading the thank you notes from some of the children at Clio's Garner Elementary after K. Badgley's program.

L. Ryals-Massey thanked D. Conklin for the report on the Black History Month Brunch.

L. Ryals-Massey inquired about the percentage of property tax revenue received and when the remaining balance would be received. A. Goldyn explained that percentage is of the total revenue received to date, not a percentage of the projected budget. A. Goldyn also stated that property tax revenue is received throughout the entire year.

Monthly Statistics: Nothing to report.

Finance Committee: Nothing to report.

Marketing Committee: Nothing to report.

Personnel Committee: L. Ryals-Massey stated they will have a meeting on March 25 to finalize D. Conklin's evaluation.

Policy Committee: Nothing to report.

Corrective Action  
Plan:

A. Goldyn stated that everyone had received a copy of the corrective action plan for the retiree healthcare that needs to be submitted to the State by the end of March. She stated the plan explains past measures taken and future measures we plan to take to reduce the retiree healthcare liability as well as projecting when the 40% funding requirement will be met. S. Jones moved to accept the plan. Motion supported by V. Conerly-Moon. Roll call: ayes – Armstrong, Conerly-Moon, Crites, Delaney, Jones, Ryals-Massey and Towarnicky; nays – none.

MERS Section 115  
Trust:

A. Goldyn stated that as part of the corrective action plan, one of the steps to reduce the liability is to place the retiree healthcare restricted funds in a trust account with MERS. She stated that GDL is now in an excellent financial position to have a trust set-up. She stated that in the future if there is no longer a retiree healthcare liability, the money from the trust would be returned to GDL. S. Jones moved to approve setting up the trust with MERS and to have D. Conklin sign the agreement. Motion supported by V. Conerly-Moon. Roll call: ayes – Armstrong, Conerly-Moon, Crites, Delaney, Jones, Ryals-Massey and Towarnicky; nays – none.

2018 Audit Report:

A. Goldyn stated that GDL had another clean audit and the operating fund increased. V. Conerly-Moon moved to accept the 2018 audit report as presented. Motion supported by S. Jones. Roll call: ayes – Armstrong, Conerly-Moon, Crites, Delaney, Jones, Ryals-Massey and Towarnicky; nays – none.

**Agenda Number: IV Item: B**

Board Comments:

L. Ryals-Massey reminded everyone that we are now moving to the every other month meeting schedule.

P. Parker offered his compliments to A. Goldyn on another clean audit and the fact that not every organization is able to do it. He also stated that the board has been talking about setting up a retiree healthcare trust for little over a decade. He offered kudos to A. Goldyn for making GDL financially able to get it set up.

L. Ryals-Massey asked D. Conklin let the staff know that they continue to do a fabulous job serving the public. M. Armstrong stated she is very thankful for the staff that we have.

Adjournment:

S. Jones moved to adjourn at 6:18 p.m. Motion supported by M. Armstrong.