

GENESEE DISTRICT LIBRARY BOARD MEETING
at
Genesee District Library Headquarters
5:30 p.m.
4195 W. Pasadena Ave
Flint, MI 48504
September 16, 2024
Minutes

Call to Order: 5:30 p.m.

Present: Barnes, Crites, Hostetler, Ryals-Massey, Steffey and Towarnicky.

Also Present: C. Stritmatter (Corporation Counsel), D. Conklin, A. Goldyn, and R. Dotson (SBU representative). Public: T. Carlton.

Absent: Conerly-Moon.

Public Comments: T. Carlton introduced herself as an employee, AFSCME Local 496 President, and Chapter Chairperson for the Library. She stated she is also a member of the Healthcare Committee and can help answer questions about the proposed health plan.

Approval of Consent Agenda: J. Towarnicky moved to approve the consent agenda as presented. Motion supported by J. Steffey. Motion carried unanimously.

Board Development: Nothing to report.

Corporation Counsel: Nothing to report.

GDL Foundation: Nothing to report.

Written Reports: L. Ryals-Massey inquired how long the building renovations of the Linden Mill would take and D. Conklin replied it may take about a year to complete.

L. Ryals-Massey stated that the staff continues to do a great job.

L. Ryals-Massey stated she was sorry to hear about the loss of staff member, Melissa Daunt.

D. Hostetler stated he thought that Headquarters would be the last location to be recabled and inquired if the project was completed. D. Conklin stated that it was actually the first one and it took two weeks to complete. He continued to say that we were able to open the branch to the public on the Saturday between the two weeks. D. Hostetler inquired if it was the most difficult one to complete. D. Conklin replied that each branch will have their own challenges.

T. Barnes inquired if the Linden location will be going back into the Mill Building after the renovation or if we need to look for a different location. D. Conklin replied that we do not know at this point, but Linden is committed to having a Library in their city. J. Steffey inquired if it's usually up to the municipality to decide where to put the Library. D. Conklin replied that our founding documents state that the municipality will provide the building space and GDL will provide the equipment, materials and staff.

Written Reports
(continued):

L. Ryals-Massey inquired where S. Oom-Dove went and D. Conklin replied she relocated to Boston. D. Conklin continued to say that he believes she was starting a double Master Degree program, but could not remember which university.

D. Hostetler stated he has never heard of a jumbo Certificate of Deposit and A. Goldyn replied that they are typically for a large amount of money. R. Crites stated that as the Chairperson of the Finance Committee, he needs to ensure that the rate of return is satisfactory. A. Goldyn replied that the initial rate of return was 4.81% for the first 30 days and the renewal rate was slightly lower at around 4.6% for the next 30 days. L. Ryals-Massey stated she is grateful for the wonderful job A. Goldyn is doing with the finances.

J. Towarnicky inquired if the action item "D" under new business is the recommended one-time payment of \$1.75 million and A. Goldyn replied yes.

T. Barnes stated he noticed that we are behind on the the revenue and inquired if that is normal. A. Goldyn stated that when revenue is received tends to fluctuate month to month and she is not concerned.

L. Ryals-Massey inquired about the HVAC unit purchased in 2007 that is listed on the Equipment Replacement Fund report and if it was going to be replaced soon. A. Goldyn replied that it is not being replaced at this time; however, within the next couple of years all the HVAC equipment at the Headquarters needs to be replaced.

L. Ryals-Massey inquired about a payment made to the Flint Institute of Science and History. A. Goldyn replied that it is for the various science programs provided by the Sloan Museum presenters.

T. Barnes inquired about the two vehicles listed on the Equipment Replacement Fund report. D. Conklin replied the vehicles are kept at the Headquarters building. He stated the Ford Transit Van is used for the daily materials deliveries to the various branches and the Chevrolet Traverse is used by our IT Department, as well as picking up the Black History Month Brunch keynote speakers.

L. Ryals-Massey inquired if we have a regular contract with WJRT for advertising or is it as needed. A. Goldyn replied that we are currently sponsoring the "Monday's Child" spots and advertisements for nominations for the Black History Month Brunch. L. Ryals-Massey inquired if it would be better to have them on retainer and A. Goldyn replied not necessarily.

Monthly Statistics:

D. Hostetler stated he is impressed that the new Library card sign-ups continue to increase each month. D. Conklin replied that by having online card sign-ups has helped immensely for those that have a hard time getting into a branch in person.

Finance Committee:

Nothing to report.

Personnel/Policy
Committee:

D. Hostetler stated that everyone was given a copy of the revised Board By-Laws to review. He asked Board Members to give him feedback on the revisions so it can be voted on at the November meeting. D. Hostetler inquired if it was proper to have everyone email the feedback to him. C. Stritmatter stated that is fine; however, he cautioned having a group discussion about it to avoid violating the Open Meetings Act. L. Ryals-Massey commended the committee for taking their time and thoroughly reviewing it.

Healthcare Plan: D. Conklin introduced R. Dotson, a representative from Saginaw Bay Underwriters (SBU). D. Conklin stated that R. Dotson has attended the healthcare committee meetings held after we received an eighteen percent increase for the health insurance renewal. D. Conklin stated that R. Dotson suggested adding a new health insurance plan that uses a health savings account (HSA) as a way to lower the cost for the Library and employees. D. Conklin stated that in order to move forward with adding this plan, the Board needs to approve it tonight, the union membership would need to vote to add it and then write a letter of agreement to add to the current union contract. He stated that he would like to have a special enrollment to start in January and then have the regular open enrollment in July. L. Ryals-Massey inquired how the health savings accounts would be managed. R. Dotson stated there are several ways it could be done; however, he recommends letting the employee set up a separate bank account just for this purpose and then GDL would deposit the money into that account via payroll. He stated that beyond that, it is the employee's responsibility to ensure the money is spent appropriately. He provided examples of how an HSA works with a high deductible insurance plan. T. Barnes inquired if the HSA funds are considered taxable income and R. Dotson replied it is not taxable income. R. Crites inquired if an employee resigns do they keep the HSA money and R. Dotson replied it is theirs to keep for qualifying expenses. J. Towarnicky inquired if there would be training sessions for employees and R. Dotson said it is SBU's job to provide training. J. Towarnicky moved to add the BCN HMO HSA plan from SBU as an additional health insurance option for GDL employees as proposed. Motion supported by J. Steffey. Roll call: ayes – Barnes, Crites, Hostetler, Ryals-Massey, Steffey and Towarnicky; nays – none.

2025 Scheduled Closings list:

D. Conklin stated that according to the union contract, we are required to be closed for selected holidays and extra days. He continued to say that the Board must approve this list every year. R. Crites moved to accept the 2025 scheduled closings list as presented. Motion supported by T. Barnes. Roll call: ayes – Barnes, Crites, Hostetler, Ryals-Massey, Steffey and Towarnicky; nays – none.

2025 Board Meeting Dates:

T. Barnes moved to accept the 2025 Board Meeting dates as presented. Motion supported by J. Steffey. Roll call: ayes – Barnes, Crites, Hostetler, Ryals-Massey, Steffey and Towarnicky; nays – none.

Retirement Commission Payment:

A. Goldyn recommended making a one-time lump sum payment of \$1.75 million to reduce the unfunded liability for the pension fund. J. Steffey moved to approve the one-time lump sum payment to the Genesee County Employees' Retirement System. Motion supported by T. Barnes. Roll call: ayes – Barnes, Crites, Hostetler, Ryals-Massey, Steffey and Towarnicky; nays – none.

Election of Officers:

C. Stritmatter explained the process for the election of officers. L. Ryals-Massey inquired if she can make a motion to have the existing Officers remain the same for the upcoming year. C. Stritmatter stated that she could make that motion. T. Barnes moved to have the existing Officers remain the same. Motion supported by J. Steffey. Roll call: ayes – Barnes, Crites, Hostetler, Ryals-Massey, Steffey and Towarnicky; nays – none.

Appointment of Committees:

L. Ryals-Massey moved to have the Committee members remain the same unless they wish to change and to add J. Steffey to the Finance Committee. Motion supported by J. Towarnicky. Motion carried.

Board Comments:

D. Hostetler stated that the graphs are getting a bit muddled and recommended removing the data from the years 2020 and 2021.

Board Comments
(continued):

L. Ryals-Massey inquired if the Master Gardeners are still taking care of the gardens because things are looking a little scruffy. A. Goldyn replied they have not been coming as frequently and a lawn service is responsible for mowing.

D. Conklin stated that there will be Finance Committee meeting at 4:30 pm on November 18 to review the proposed 2025 budget.

L. Ryals-Massey stated that the annual staff in-service is coming up as well. D. Conklin stated that it will be held at Genesys Conference Center. L. Ryals-Massey stated that if you can attend, it is a good learning opportunity.

Adjournment:

6:38 pm.