



**Minutes of the Meeting
Flint Public Library
Board of Trustees
Wednesday, October 16, 2024**

NOTE: This meeting was hybrid; it was held both in-person and via Zoom. Meeting minutes are on the Library and Town websites.

Board of Trustees Present: Mark Moreschi, Chair; Susan Piccole, Vice Chair/Secretary; and Kosta Prentakis, Treasurer

Others Present In-person: Loretta Swift Johnson, Library Director and Stefanie McKanas, Recording Secretary (on Zoom)

A. CALL TO ORDER: Mr. Moreschi called the Library Board of Trustees Meeting to order at 7:04pm.

B. SIGNING OF BILLS: Mr. Moreschi confirmed the bills were being signed.

C. APPROVAL OF MINUTES:

Minutes from September 16, 2024:

- **Mr. Prentakis motioned to accept the minutes from September 16, 2024 as amended. Ms. Piccole seconded the motion, all were in favor.**

D. FRIENDS OF THE FLINT (Annie Wilton, Liaison):

- Ms. Swift Johnson presented The Friends report on behalf of Ms. Wilton who was unable to attend this meeting.
- One of The Friend's executive committee members secured a very generous donation of \$10,000 from a company. It was deposited into the Friend's bank account on September 30th. The Friends are taking their time to decide on how the unrestricted funds will be used. Ms. Swift Johnson will verify to see if the company wants to be publicly recognized for their donation or if they want to remain anonymous.
- Since FY22, the Friends spent \$105,361.08 of donations from patrons, citizens, fundraising, grants from organizations, foundations, corporate gifts, memorials and honorary gifts.
 - \$58,809.84 was spent on programs
 - \$46,551.24 was spent on building needs including repairs and landscaping

E. TRUSTEES' REPORT:

1. Review Policy #8: Education Stipend Policy

- **Ms. Piccole motioned to approve Policy #8 as amended. Mr. Prentakis seconded the motion, all were in favor.**

F. TREASURER'S REPORT: Act on Recommendation

- Mr. Prentakis stated that he met with the Town Administrator, Finance Director and Town Counsel. Town Counsel recommends that such funds be properly transferred to the Town's treasury with a notation that they are to be expended by the Trustees for purposes benefiting the Library. It is also recommended by Town Counsel that the Trustees should close their bank accounts.
- The Board agreed that there needs to be a more accurate allocation of funds when the money is turned over either to the Town or to the Friends.
- Ms. Swift Johnson stated that she had a discussion with the Friends regarding the funds, and they are concerned that any restricted funds may not align with the mission of the Friends. Therefore, Ms. Swift Johnson suggests that unrestricted funds get turned over to the Friends and restricted funds get turned over to the Town.
- The Board discussed having more flexibility and possibly higher returns with funds turned over to the Friends. However, the Board would have more control with the funds turned over to the Town.
- **Ms. Piccole motioned to postpone the reallocation of Library funds discussion until the next meeting. Mr. Prentakis seconded the motion, all were in favor.**

G. DIRECTOR'S REPORT:

1. Presentation of September Circulation and Budget Report:

- Circulation for September FY25 was 7,549 (-172 overall YTD in circulation from last year)
- Attendance for September FY25 was 4,192 (+590 overall YTD in attendance from last year)
- September Budget: There were no questions from the Board on the September Budget report.

2. Program Statistics:

- The Board reviewed September's Program Statistics. Some of the September Programs were cancelled due to staff shortages.

3. Building Updates:

- Ms. Swift Johnson stated that the Friends paid for the new staff lounge window treatments, which were made by Paula Savage.
- Ms. Swift Johnson is working with the Town's IT Department to get an electronic kiosk in the Library's vestibule.

4. Library Programs and Services Updates:

- There were no questions from the Board regarding staff training workshops.
- Ms. Swift Johnson stated that they are temporarily short one custodian; however, the another custodian picked up additional shifts.
- Ms. Swift Johnson stated there were 29 participants in the Trails and Sails Urban Walk event on September 29th.
- Ms. Swift Johnson stated there were 171 attendees at Carnival Night on September 25th.
- Ms. Swift Johnson stated there were 48 Tweens that attended the Gaming Club and 52 participates in the CFCE Music and Movement Program.
- Ms. Swift Johnson stated that she will attending the Director's Summit in South Carolina on November 7th and 8th. Ms. Swift Johnson will be out of the office from November 3rd to November 9th.

- Ms. Swift Johnson stated that she and Ms. Gminski will have their second meeting on October 18th for the Department of Youth Services (DYS) outreach program. The second meeting will be to bring the requested items and to meet the students.
- Ms. Swift Johnson stated that she, two staff members, and Ms. Wilton will be at the Pumpkin Festival at the Howe-Manning School on October 26th and she will be handing out glow necklaces at the evening festivities. Library card applications will be available to register Middleton residents.
- Mr. Prentakis suggested adding library card applications in the annual census.

H. NEXT MEETING:

- The next meeting of the Board of Trustees will be on Monday, November 18, 2024 at 7:00pm.

I. ADJOURNMENT:

With no further business, Ms. Piccole motioned to adjourn. All were in favor. The meeting adjourned at 8:30pm.

Respectfully Submitted by Stefanie McKanas, Recording Secretary