

**Flat Rock Public Library**  
**Board of Directors Meeting**  
**Minutes July 19, 2023**

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Meeting called to order at 4:34pm

**I. ROLL CALL OF MEMEBERS:**

Present: Adrienne Clements, Dave Beddingfield, Tina Page, Tom MacDonald, Wendy Clark, Krystal Caasi

Excused: None.

Guests: Michael Cummings, Library Director Jo Ann Beard, City Treasurer

**II. APPROVAL OF AGENDA:**

Motion by Page, supported by MacDonald to approve Agenda. Motion Carried unanimously.

**III. APROVAL OF MINUTES:**

Meeting of May 17, 2023. Motion by MacDonald supported by Beddingfield. Motion Carried unanimously.

**IV. Financial Report:**

Motion to accept report as printed by Clark. Supported by Page. Motion Carried unanimously.

**V. PUBLIC COMMENTS:**

Sue- financial report – are there 2 separate accounts for fund balance? Beard – Revenue and Expenditures is just that. Balance sheet shows assets, liabilities, and fund balance. Not two separate accounts. Cash is an asset. Assets minus liabilities equals fund balance. There are two separate line items. Wants to thank the board for increasing the programming budget by \$500. However last year the budget wasn't used. Friends of the library donated for a few programs, and she believes this is why the full budget wasn't used. Requests that entire collection and programs budget be used each year. Jo Ann- reports for financial report isn't complete for last fiscal year till usually September. Director Michael meets with me and gives me all the numbers except for what comes from taxes. If someone/company repeals taxes and wins, the money must be paid back. Would also like to note that The City Treasure's office has never taken money from the library without permission.

**VI. Old Business:**

*Building Update*

1. Water fountains – in and looks great.
2. Secretary Ohare – 21<sup>st</sup> city council meeting

**VII. New Business**

1. Budget Line Item – Issue of splitting designated money Youth, youth Non fiction, etc
2. Current book challenge – not in our library. It was borrowed from another library.

**VIII. Youth Report**

1. Programs/ Story Time – Connie will turn in youth report before next meeting. Programs have been completely full. Story time has people enrolled but not as many as usual.

**IX. Directors Report**

1. Summer reading programs – Connie is running strong but the adult one is slower.
2. Community Ice Cream Day – Ice Cream truck business that usually runs in Detroit. Would he be interested in bringing the truck to events? Motor City Sweets. A bank wants to do a community outreach day. The bank would pay for all the ice cream. Looking for a Thursday afternoon during Connie’s event.
3. Activity Room Use - Local history and activity room are being used much more than in the past before Director Michael was here
4. Local History Office in the Library – Normally Open Wednesday Noon-5 and Saturday Noon-2. The staff is having some issues and will not be open as often as normal.
5. Att Telephone lines- Library has two at about \$300 a month. It jumped to \$447. One was used for alarm system. But that has been changed so that line will drop. Bill should cut in about half.
6. Clean Net – City Attorney waiting to see if we have a contract since none was signed
7. Friends program 7/20/23 cancelled. A whole group backed out and didn’t have enough people. Looking to reschedule for November
8. Covid Test Kits – still have a whole box and some loose kits. They are still available.
9. Policy Book – Two staff members are working through the book with Director Michael.
10. Entry Doors – Landscaping – exterior work (pavers etc) Got Entry doors information from the Romulus Director. The company called back and came out right away. 5-6 phone calls later, still no estimate. Dennis got the broken part of the Handicapped doors functionable for now. Landscaping - 2 estimates. First for pavers and a little bit of cement for the wall with the flags \$8750 TNT Masonry. Reale Cement \$19,850 to remove bricks and pour cement. Suggested to not do the stamped cement as it becomes slippery. Interior painting – someone came out and took pictures and wants to come measure. He is very interested and could start in the fall.
11. CPR Training/ AED Defibrillator – working with the new Fire Chief for training and purchase of an AED.

**X. Correspondence**

None.

**XI. Public Comments**

Sue – do we get our fire extinguisher tested? Yes. Last time they painted everything got much brighter.

**XII. Board Comments**

None.

**XIII. Adjournment** - MacDonald Motion to adjourn at 5:56pm. Page Supported. Motion carried unanimously.

President \_\_\_\_\_

Secretary

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