



Forsyth County Public Library Board of Trustees Minutes from May 1, 2023 Meeting

The Forsyth County Public Library Board of Trustees held its May meeting at the Cumming Library on May 1, 2023. Present were Board members Kristin Morrissey (Chair), Mary Helen McGruder, Lisa Stortzum, Kathy Thomas, and Christy Winters. Also present were Anna Lyle (Director), Holly Barfield, Ann Decherd, Jeff Fisher, and Nikki Watkins. Sabrina Kerns with the *Forsyth County News* was also present.

I. Call Meeting to Order

Kristin Morrissey called the meeting to order at 5:30 p.m.

II. Adoption of Agenda

There was a motion by Kathy Thomas and a second by Christy Winters to adopt the Agenda as amended:

- Add Item #4.5 – Calendar Year 2024 Funding Request to Forsyth County Government

Motion carried unanimously, with all Board members present.

III. Announcements

Kristin Morrissey requested the Board think about the Board meeting packets and their format preference.

IV. Adoption of Minutes

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to adopt the minutes of the March 20, 2023 Library Board meeting. Motion carried unanimously, with all Board members present.

There was a motion by Christy Winters and a second by Kathy Thomas to adopt the minutes of the April 10, 2023 called Library Board meeting. Motion carried unanimously, with all Board members present.

V. Items Discussed

1. Activities Report

Kim Ottesen presented the report on Public Services activities for March 2023.

2. Library Board's Fiscal Year 2024 Schedule of Meetings

There was a motion by Christy Winters and a second by Kathy Thomas to approve the Fiscal Year 2024 Library Board Schedule of Meetings as presented. Motion carried unanimously, with all Board members present.

3. Signature authority of Library Director on behalf of the Library

There was a motion by Kristin Morrissey and a second by Christy Winters to give signature authority for all contracts and other documents to Anna Lyle, who holds the position of Director. Motion carried unanimously, with all Board members present.

4. Discussion of Denmark Library project and general contractor bid

There was a motion by Mary Helen McGruder and a second by Kristin Morrissey to transfer an additional \$75,000 in fund balance (General Fund) to the Capital Projects Fund to be used in the Denmark Library project, which will decrease fund balance to 9.1% of operating revenues as of July 2023. Motion carried unanimously, with all Board members present.

There was a motion by Mary Helen McGruder and a second by Lisa Stortzum to submit Denmark Library Funding Scenario 2 to the Forsyth County Board of Commissioners with the additional \$75,000 from impact fees and/or Library fund balance in combination with the \$287,600 in contingency funds reserved for the Library in the 2023 County budget, bringing the funding sources total to \$15,171,565. Motion carried unanimously, with all Board members present.

There was a motion by Christy Winters and a second by Kristin Morrissey to amend the previous motion to remove the reference to impact fees, with the amended motion stated as follows: "Motion to submit Denmark Library Funding Scenario 2 to the Forsyth County Board of Commissioners with the additional \$75,000 from Library fund balance in combination with the \$287,600 in contingency funds reserved for the Library in the 2023 County budget, bringing the funding sources total to \$15,171,565." Motion carried unanimously, with all Board members present.

4.5 Calendar Year 2024 Funding Request to Forsyth County

The Board discussed the funding request to Forsyth County Government as it pertains to the \$65,000 needed to extend the automated materials handling system at the Cumming Library to accommodate the future Denmark Library. With the new information about City Impact Fees for FCPL, there was discussion as to whether City

Impact Fees should be used for this expense. There was agreement that this would be an excellent use of future City impact fees, but the Library Board did not feel comfortable committing possible City impact fees when it is not known when they will begin or how quickly they will accrue. No Board action was taken.

5. Proposed Fiscal Year 2023 budget adjustment

There was a motion by Kathy Thomas and a second by Christy Winters to decrease Materials donations and increase Budgetary Fund Balance by \$5,000.00 to reflect adjusting entry from FY2022 audit. Motion carried unanimously, with all Board members present.

There was a motion by Kristin Morrissey and a second by Kathy Thomas to increase State revenue and Operations expenses by \$3,000.00 to reflect the SSG Supplement received from GPLS for the 1,000 Books Before Kindergarten program. Motion carried unanimously, with all Board members present.

6. Financial reports

Nikki Watkins presented the FY2023 financial report for the period ending March 31, 2023.

VI. General Discussion (if needed)

Anna Lyle requested a clarification on the amended motion in item #4.

Kathy Thomas inquired about the process of approaching the Forsyth County Board of Commissioners a second time as it pertains to the timeline of the Denmark Library project.

VII. Executive Session (if needed)

No Executive Session was held.

VIII. Adjournment

There was a motion by Mary Helen McGruder and a second by Christy Winters to adjourn the meeting at 7:03 p.m. Motion carried unanimously, with all Board members present.

The next scheduled meeting of the Forsyth County Public Library Board of Trustees will be July 17, 2023 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.