



Forsyth County Public Library Board of Trustees Minutes from January 16, 2024 Meeting

The Forsyth County Public Library Board of Trustees held its January meeting at the Cumming Library on January 16, 2024. Present were Board members Kristin Morrissey (Chair), Mary Helen McGruder, Lisa Stortzum, and Christy Winters. Kathy Thomas was absent. Also present were Anna Lyle (Director), Holly Barfield, Ann Decherd, Nikki Watkins, and other staff members.

I. Call Meeting to Order/Reading of Mission and Vision

Kristin Morrissey called the meeting to order at 5:30 p.m. and Lisa Stortzum read the FCPL Mission and Vision.

II. Adoption of Agenda

There was a motion by Mary Helen McGruder and a second by Christy Winters to adopt the Agenda without amendments. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

III. Announcements

There were no announcements.

IV. Adoption of Minutes

There was a motion by Mary Helen McGruder and a second by Christy Winters to adopt the minutes of the November 20, 2023 Library Board meeting. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

V. Items Discussed

1. Activities Report

Leslie Marinelli presented the report on Public Services activities for November/ December 2024.

2. Solicitation Policy

There was a motion by Lisa Stortzum and a second by Mary Helen McGruder to approve the revised Solicitation policy (replaces Solicitations of Charity or Support), effective February 19, 2024. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

3. Rooms for Public Use Policy

There was a motion by Mary Helen McGruder and a second by Christy Winters to approve the revised Rooms for Public Use policy, effective February 19, 2024. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

4. Denmark Library update

IT and Facilities Manager Holly Barfield provided an update on the Denmark Library construction progress during December 2023 and January 2024, including proposed designs for outdoor areas.

5. Denmark Library budget

There was a motion by Lisa Stortzum and a second by Christy Winters to increase SPLOST VIII revenue and Construction Contingency expense by \$509,868 to reflect a credit to the SPLOST VIII account. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

There was a motion by Kristin Morrissey and a second by Mary Helen McGruder for the Director to negotiate change orders to restore outdoor features, irrigation, and landscaping (removed during the value-engineering process) to the Denmark Library project scope, within the total budget of \$15,673,833. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

6. Award of Denmark Library furniture bid add alternates

There was a motion by Mary Helen McGruder and a second by Lisa Stortzum to award Add Alternate #1 (\$28,402.31), #2 (\$6,986.97), and #3 (\$17,626.12) of the Denmark Library furniture bid to Office Interiors. Combined with the base bid of \$358,197.55 previously approved (11/20/2023), the total contract amount with Office Interiors is \$411,212.95. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

7. Fiscal Year 2023 audit report

There was a motion by Christy Winters and a second by Kristin Morrissey to accept the Library's Fiscal Year 2023 audit as presented. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

8. Fiscal Year 2023 AUP report

There was a motion by Mary Helen McGruder and a second by Christy Winters to accept the Fiscal Year 2023 AUP Report for State Grants as presented. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

9. Proposed Fiscal Year 2024 budget adjustment

There was a motion by Lisa Stortzum and a second by Christy Winters to increase State revenue and Operations expenses by \$1,500.00 to reflect FCPL's share of a GPLS grant from the Sandra Dunagan Deal Center for Early Language and Literacy. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

10. Fiscal Year 2025 FCPL budget

There was a motion by Christy Winters and a second by Mary Helen McGruder to approve FCPL's Fiscal Year 2025 proposed budget as presented, including revenues of \$9,252,564, expenditures of \$9,750,777, reserves of \$292,500, and \$790,713 in budgetary fund balance. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

11. Amended 2024 County budget request

There was a motion by Mary Helen McGruder and a second by Lisa Stortzum to approve the Library's Amended 2024 County funding request as presented. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

12. 2025 County budget request

There was a motion by Lisa Stortzum and a second by Kristin Morrissey to approve the Library's 2025 County funding request as presented. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

13. Financial reports

Nikki Watkins, HR and Finance Manager, presented the FY2024 financial report for the period ending November 30, 2023.

VI. General Discussion (if needed)

The Board discussed and opted to change board meeting packet delivery from USPS mailing to FCPL courier delivery to each member's branch.

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 6:39 p.m. Motion carried with four members in favor (Morrissey, McGruder, Stortzum, and Winters) and one member absent (Thomas).

The next regularly scheduled meeting of the Forsyth County Public Library Board of Trustees will be February 12, 2024 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.