



Forsyth County Public Library Board of Trustees Minutes from July 17, 2023 Meeting

The Forsyth County Public Library Board of Trustees held its July meeting at the Cumming Library on July 17, 2023. Present were Board members Kristin Morrissey (Chair), Mary Helen McGruder, Lisa Stortzum, Kathy Thomas, and Christy Winters. Lisa Stortzum arrived at 5:43 p.m. 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 5:31 p.m.

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 (McGruder, Morrissey, Thomas, and Winters) and one member absent (Stortzum).

III. Announcements

There were no announcements.

IV. Adoption of Minutes

There was a motion by Kathy Thomas and a second by Mary Helen McGruder to adopt the minutes of the May 1, 2023 Library Board meeting. Motion carried with four members in favor (McGruder, Morrissey, Thomas, and Winters) and one member absent (Stortzum).

There was a motion by Christy Winters and a second by Kathy Thomas to adopt the minutes of the May 22, 2023 Library Board meeting. Motion carried with four members in favor (McGruder, Morrissey, Thomas, and Winters) and one member absent (Stortzum).

There was a motion by Mary Helen McGruder and a second by Christy Winters to adopt the minutes of the June 5, 2023 Library Board meeting. Motion carried with four members in favor (McGruder, Morrissey, Thomas, and Winters) and one member absent (Stortzum).

V. Items Discussed

1. Activities Report

Ann Decherd and Kim Ottesen presented the report on Public Services activities for May/June 2023.

2. Strategic Plan

There was a motion by Kathy Thomas and a second by Christy Winters to approve the 2023 – 2027 Strategic Plan as presented. Motion carried unanimously, with all Board members present.

3. Mission and vision statements

The Board discussed the mission and vision statements that were presented and all agreed they needed more time to review. No Board action was taken.

4. Denmark Library update

The board was informed Albion (general contractor) is finalizing contracts with subcontractors and preparing to begin construction. Also, the furniture bid will be reissued in the coming weeks. The groundbreaking is scheduled for July 27 at 10:00 a.m.

5. Denmark Library budget

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to approve the revised Denmark Library project budget as presented, with \$15,163,965 in budgeted revenues and expenses. Motion carried unanimously, with all Board members present.

6. Board retreat and development

Kristin Morrissey led a discussion on options for board development. A board retreat on succession planning and other topics was discussed as an option for later this fall.

7. Proposed Fiscal Year 2024 budget adjustments

There was a motion by Lisa Stortzum and a second by Mary Helen McGruder to carry forward \$55,717.74 in Operations encumbrances for furniture (\$47,029.48), supplies (\$5,188.26), and CAD services for the Post Road HVAC BAS System (\$3,500.00) from FY2023. Motion carried unanimously, with all Board members present.

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to carry forward \$1,068.97 in Materials encumbrances from FY2023. Motion carried unanimously, with all Board members present.

There was a motion by Kathy Thomas and a second by Christy Winters to increase State revenue and Operations expenditures by \$131,710.50 to reflect the MRR grant (100%) amount remaining from FY2023. Motion carried unanimously, with all Board members present.

There was a motion by Christy Winters and a second by Kristin Morrissey to increase State revenue and Operations expenditures by \$35,000.00 to reflect the FY2024 MRR grant (50/50) for HVAC units at Sharon Forks. Motion carried unanimously, with all Board members present.

There was a motion by Kristin Morrissey and a second by Lisa Stortzum to use \$35,000 in fund balance as matching funds for the FY2024 MRR grant; increase Operations expenditures by \$35,000.00. Motion carried unanimously, with all Board members present.

There was a motion by Lisa Stortzum and a second by Mary Helen McGruder to increase State revenues and expenses to reflect new grant information from Georgia Public Library Service, which includes a Personnel increase of \$10,210.00 and a Materials increase of \$44,264.00. Motion carried unanimously, with all Board members present.

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to increase Donations revenue and Operations expenses by \$5,000.00 to reflect a grant from the Forsyth County Arts Alliance (FCAA) Fund at the North Georgia Community Foundation for Forsyth Reads Together. Motion carried unanimously, with all Board members present.

There was a motion by Kathy Thomas and a second by Christy Winters to use \$60,000 in fund balance (including \$30,000 already committed for vehicles) to purchase a replacement courier vehicle/box truck. Approval to increase budgeted Operations expenses by \$60,000. Director is given the authority to approve the specific purchase once an appropriate courier vehicle is identified. Motion carried unanimously, with all Board members present.

8. Financial reports

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

VI. General Discussion (if needed)

No discussion.

VII. Executive Session (if needed)

No Executive Session was held.

VIII. Adjournment

There was a motion by Christy Winters and a second by Kathy Thomas to adjourn the meeting at 6:41 p.m. Motion carried unanimously, with all Board members present.

The next regularly scheduled meeting of the Forsyth County Public Library Board of Trustees will be September 18, 2023 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.