



Forsyth County Public Library Board of Trustees Summary of Action Taken at November 20, 2023 Meeting

The Forsyth County Public Library Board of Trustees held its November meeting at the Cumming Library on November 20, 2023 at 5:30 p.m.

Present were Board members Kristin Morrissey (Chair), Mary Helen McGruder, Lisa Stortzum, Kathy Thomas, and Christy Winters. The following is a summary of action taken at this meeting:

- I. Call Meeting to Order
Called to Order at 5:30 p.m., followed by reading of the FCPL Mission and Vision.
- II. Adoption of Agenda
The Board voted unanimously to adopt the Agenda as presented.
- III. Announcements
There were no announcements.
- IV. Adoption of Minutes
The Board voted unanimously to adopt the minutes of the September 18, 2023 Library Board meeting.
- V. Items to be discussed
 1. Activities Report
No action was taken.
 2. Information Services presentation
No action was taken.
 3. Award of bid for furniture and shelving for Denmark Library
The Board voted unanimously to award the Denmark Library furniture contract to Office Interiors, in the amount of \$358,197.55.

The Board voted unanimously to award the Denmark Library shelving contract to Spacesaver Storage Solutions, in the amount of \$197,954.00.
 4. Renewal of janitorial services contract
The Board voted unanimously to renew for one year the janitorial services contract with Building Maintenance Services, Inc., in the amount of \$67,368.30.

5. Renewal of landscape services contract
The Board voted unanimously to renew for one year the landscape services contract with Visionscapes, Inc., in the amount of \$59,283.00.

6. Denmark Library update
No action was taken.

7. State Health Benefit Plan
No action was taken.

8. Proposed Fiscal Year 2024 budget adjustments
The Board voted unanimously to increase Donations revenue and Operations expenses by \$500.00 to reflect a donation from OneForsyth for the Diwali programs at Sharon Forks Library.

The Board voted unanimously to increase Donations revenue and Operations expenses by \$800.00 to reflect a donation from South Forsyth Rotary for Leap into Literacy programs.

The Board voted unanimously to increase Donations revenue and Operations expenses by \$3,638.00 to reflect a grant from the North Georgia Community Foundation to be used to launch the 500 Books Before Middle School initiative.

The Board voted unanimously to increase Forsyth County revenue and Personnel expenses by \$154,400.00 to reflect funding for a 5% pay increase for employees.

9. Financial Reports
No action was taken.

- VI. General Discussion (*if needed*)
No discussion.

- VII. Executive Session (*if needed*)
No Executive Session was held.

- VIII. Adjournment
The Board voted unanimously to adjourn the meeting at 6:34 p.m.

A full draft of minutes from this meeting will be posted to the FCPL website (www.forsythpl.org) upon completion.

The next regularly scheduled meeting of the Forsyth County Public Library Board of Trustees will be Tuesday, January 16, 2024 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.