



Forsyth County Public Library (FCPL) Board of Trustees Minutes from November 18, 2024, Regular Meeting

The Forsyth County Public Library Board of Trustees held its November regular meeting at the Cumming Library on November 18, 2024, at 5:30 p.m. Present were Board members Christy Winters (Chair), Jakima McCall, Lisa Stortzum, and Kathy Thomas. Board Member Flo Valdes arrived at 5:37 p.m. Also present was FCPL Director Anna Lyle.

I. Call Meeting to Order

Christy Winters called the meeting to order at 5:30 p.m.

II. Adoption of Agenda

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

- Add Item #10 – Presentation of information on overdue library fines

Motion carried unanimously with four Board members in favor (McCall, Stortzum, Thomas, and Winters) and one member absent (Valdes).

III. Announcements

Programming Manager Sarah Brubaker, Outreach Manager Brooke West, and incoming Library Director Adrienne Junius were acknowledged for their new FCPL roles.

IV. Adoption of Minutes

There was a motion by Jakima McCall and a second by Kathy Thomas to adopt the minutes of the September 16, 2024, Library Board meeting. Motion carried unanimously with four Board members in favor (McCall, Stortzum, Thomas, and Winters) and one member absent (Valdes).

There was a motion by Kathy Thomas and a second by Lisa Stortzum to adopt the minutes of the September 18, 2024, called Library Board meeting. Motion carried unanimously with four Board members in favor (McCall, Stortzum, Thomas, and Winters) and one member absent (Valdes).

There was a motion by Lisa Stortzum and a second by Christy Winters to adopt the minutes of the September 27, 2024, called Library Board meeting. Motion carried unanimously with four Board members in favor (McCall, Stortzum, Thomas, and Winters) and one member absent (Valdes).

There was a motion by Christy Winters and a second by Jakima McCall to adopt the minutes of the October 8, 2024, called Library Board meeting. Motion carried unanimously with four Board members in favor (McCall, Stortzum, Thomas, and Winters) and one member absent (Valdes).

Flo Valdes arrived at the meeting at 5:37 p.m.

There was a motion by Jakima McCall and a second by Kathy Thomas to adopt the minutes of the November 6, 2024, called Library Board meeting. Motion carried unanimously, with all Board members present.

V. Items Discussed

1. Activities Report

FCPL Communications Manager Leslie Marinelli presented the report on Public Services activities for September/October 2024.

2. Award of bid for janitorial services contract

There was a motion by Kathy Thomas and a second by Lisa Stortzum to award the janitorial services contract to American Facility Services, Inc. in the amount of \$79,826.00 for January 1, 2025, through December 31, 2025, with the option to renew for two additional years. Motion carried unanimously, with all Board members present.

3. Award of bid for landscape services contract

There was a motion by Lisa Stortzum and a second by Kathy Thomas to award the landscape services contract to Turf Lawn Care LLC in the amount of \$89,703.60 for February 1, 2025, through January 31, 2026, with the option to renew for two additional years. Motion carried unanimously, with all Board members present.

4. Denmark Library Update

FCPL IT and Facilities Manager Holly Barfield shared site photos and described the building's construction progress.

5. Fiscal Year 2024 audit report

There was a motion by Jakima McCall and a second by Flo Valdes to accept the Library's Fiscal Year 2024 audit as presented. Motion carried unanimously, with all Board members present.

6. Fiscal Year 2024 AUP report

There was a motion by Kathy Thomas and a second by Lisa Stortzum to accept the Fiscal Year 2024 AUP Report for State Grants as presented. Motion carried unanimously, with all Board members present.

7. Director's compensation

There was a motion by Lisa Stortzum and a second by Kathy Thomas to increase the Director's salary by 5%, effective December 22, 2024 (the beginning of the first pay period of 2025). Motion carried unanimously, with all Board members present.

8. Fiscal Year 2024 budget adjustments

There was a motion by Christy Winters and a second by Jakima McCall to increase Forsyth County revenue by \$932,307.50, increase Personnel expenses by \$724,032.00, and increase Operations expenses by \$85,450.00, resulting in a \$122,826.00 decrease in budgetary fund balance. Motion carried unanimously, with all Board members present.

There was a motion by Jakima McCall and a second by Kathy Thomas to increase Federal revenue and Operations expenses by \$117,932.78 to reflect the Digital Connectivity Grant administered by Georgia Public Library Service. Motion carried unanimously, with all Board members present.

There was a motion by Kathy Thomas and a second by Flo Valdes to increase Donations revenue and Materials expenses by \$1,000.00 to reflect a donation received in memory of Gloria Dudzinski. Motion carried unanimously, with all Board members present.

There was a motion by Flo Valdes and a second by Lisa Stortzum to increase Donations revenue and Operations expenses by \$500.00 to reflect a donation from OneForsyth for the Diwali program at Sharon Forks Library. Motion carried unanimously, with all Board members present.

9. Financial reports

FCPL Finance Manager Tonya Wallace presented the FY2024 financial report for the period ending September 30, 2024.

10. Presentation of information on overdue library fines

Anna Lyle and Leslie Marinelli provided a presentation on FCPL policy regarding overdue fines and collections as well as an emerging trend toward the elimination of overdue library fines.

VI. Adjournment

There was a motion by Flo Valdes and a second by Kathy Thomas to adjourn the meeting at 6:57 p.m. Motion carried unanimously, with all Board members present.