



Forsyth County Public Library Board of Trustees Minutes from July 19, 2021 Meeting

The Forsyth County Public Library Board of Trustees held its July meeting at the Sharon Forks Library on July 19, 2021. Present were Board members Mary Helen McGruder (Chairman), Kristin Morrissey, Lisa Stortzum, Kathy Thomas, and Christy Winters. Also present were Anna Lyle (Director), Holly Barfield, Jeff Fisher, Stephen Kight, Tricia Syler, and Nikki Watkins.

I. Call Meeting to Order

Mary Helen McGruder called the meeting to order at 5:30 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 unanimously, with all Board members present.

III. Announcements

Mary Helen McGruder welcomed Lisa Stortzum as the new District 3 representative to the Library Board.

IV. Adoption of Minutes

There was a motion by Christy Winters and a second by Kathy Thomas to adopt the minutes of the May 17, 2021 Library Board meeting. Motion carried unanimously, with all Board members present.

V. Items Discussed

1. Activities Report

Stephen Kight, Deputy Director, introduced the Board to the library's new Programming Manager, Cleo Joyce.

2. Proposed Fiscal Year 2022 budget adjustments

There was a motion by Mary Helen McGruder and a second by Kristin Morrissey to increase State revenues by \$49,336.27 to reflect the MRR grant (50/50) amount remaining from FY2021 and carry forward \$49,336.27 to reflect the local match encumbrance of the FY2021 MRR grant; approval to increase Operations expenditures by \$98,672.54 for the generator installation. Motion carried unanimously, with all Board members present.

There was a motion by Kathy Thomas and a second by Christy Winters to increase State revenues by \$300,793.90 to reflect the MRR repurposing grant (90/10) amount remaining from FY2021 and carry forward \$33,421.54 to reflect the local match encumbrance of the FY2021 MRR repurposing grant; approval to increase Operations expenditures by \$334,215.44 for the Cumming Upfit Phase 2 projects. Motion carried unanimously, with all Board members present.

There was a motion by Kristin Morrissey and a second by Mary Helen McGruder to increase State revenues and Operations expenditures by \$100,000 to reflect the MRR emergency grant (100/0) amount remaining from FY2021. Motion carried unanimously, with all Board members present.

There was a motion by Christy Winters and a second by Kathy Thomas to increase State revenue and Operations expenses by \$122,000 to reflect the FY2022 MRR grant for the replacement of HVAC units at Hampton Park and Cumming libraries. Motion carried unanimously, with all Board members present.

There was a motion by Lisa Stortzum and a second by Christy Winters to use \$122,000 in fund balance as matching funds for the FY2022 MRR grant for the replacement of HVAC units at Hampton Park and Cumming libraries; approval to increase Operations expenses by \$122,000. 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 \$59,900.54 in Operations encumbrances for furniture for Cumming Upfit (\$58,629.84) and supplies (\$1,270.70) from FY2021. Motion carried unanimously, with all Board members present.

There was a motion by Kathy Thomas and a second by Kristin Morrissey to carry forward \$3,768.72 in Materials encumbrances from FY2021. Motion carried unanimously, with all Board members present.

There was a motion by Kristin Morrissey and a second by Christy Winters to adjust State revenues to reflect new grant information from Georgia Public Library Service, which includes a Personnel increase of \$2,030 and a Materials increase of \$26,123. Approval to increase Materials expenses by \$26,123. (\$2,030 in Personnel expenses is already in the budget.) Motion carried unanimously, with all Board members present.

There was a motion by Christy Winters and a second by Kathy Thomas to increase Donations revenue and Materials expenses by \$500 to reflect a donation from the Lanier Forsyth Rotary Club for books in honor of Rotary speakers. Motion carried unanimously, with all Board members present.

3. Financial report

There was no discussion of the FY2021 financial report for the period ending May 31, 2021.

4. Presentation by Craig Gaulden Davis Architecture

There was a presentation by Craig Gaulden Davis Architecture.

5. Presentation by McMillan Pazdan Smith Architecture

There was a presentation by McMillan Pazdan Smith Architecture.

6. Board deliberation and possible decision regarding award of RFP for professional architectural services for the future Denmark Library

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to award the professional architectural services contract to McMillan Pazdan Smith Architecture in the amount of \$568,800, pending final approval by the Forsyth County Board of Commissioners. Motion carried unanimously, with all Board members present.

VI. General Discussion (if needed)

There was a motion by Mary Helen McGruder and a second by Christy Winters to change the Forsyth County Public Library Board of Trustees September meeting from Monday, September 20, 2021 to Monday, September 27, 2021. Motion carried unanimously, with all Board members present.

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 7:40 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 27, 2021 at 5:30 p.m. at the Cumming Library, 585 Dahlonga Street, Cumming, GA 30040.