



## **Forsyth County Public Library Board of Trustees Minutes from January 30, 2023 Meeting**

The Forsyth County Public Library Board of Trustees held its January meeting at the Sharon Forks Library on January 30, 2023. Present were Board members Kristin Morrissey (Chair), Mary Helen McGruder, Lisa Stortzum, Kathy Thomas, and Christy Winters. Also present were Anna Lyle (Director), Holly Barfield, Ann Decherd, Jeff Fisher, and Nikki Watkins.

### **I. Call Meeting to Order**

Kristin Morrissey called the meeting to order at 5:32 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**

There were no announcements.

### **IV. Adoption of Minutes**

There was a motion by Kathy Thomas and a second by Lisa Stortzum to adopt the minutes of the November 21, 2022 Library Board meeting. Motion carried unanimously, with all Board members present.

### **V. Items Discussed**

#### **1. Activities Report**

Ann Decherd presented the report on Public Services activities for November/December 2022.

#### **2. Denmark Library update and possible award of General Contractor bid**

Anna Lyle presented an update on the Denmark Library and the General Contractor (GC) bids. No motion was made regarding the GC bids.

**3. Strategic Planning**

Anna Lyle presented an update on the upcoming strategic planning process. The date of the Strategic Plan Retreat was announced (March 18, 2023).

**4. Renewal of landscape services contract**

There was a motion by Kathy Thomas and a second by Christy Winters to renew for one year (February 1, 2023 – January 31, 2024) the landscape services contract with Visionscapes, Inc. for an annual cost of \$55,755.00. Motion carried unanimously, with all Board members present.

**5. Proposed Fiscal Year 2023 budget adjustment**

There was a motion by Lisa Stortzum and a second by Mary Helen McGruder to increase Donations revenue and Operations expenses by \$2,100.00 to reflect a grant received from South Forsyth Rotary for Leap Into Literacy programs. Motion carried unanimously, with all Board members present.

**6. Fiscal Year 2024 FCPL budget**

There was a motion by Kathy Thomas and a second by Mary Helen McGruder to approve FCPL's Fiscal Year 2024 proposed budget as presented, including revenues of \$8,873,412, expenditures of \$9,119,258, reserves of \$273,600, and \$519,446 in budgetary fund balance. Motion carried unanimously, with all Board members present.

**7. Calendar Year 2024 County budget request**

There was a motion by Kristin Morrissey and a second by Lisa Stortzum to approve the Library's Calendar Year 2024 County funding request as presented and to grant Anna Lyle the authority to adjust amounts based on changes to the projected opening day of the Denmark Library. Motion carried unanimously, with all Board members present.

**8. Financial reports**

Nikki Watkins presented the FY2023 financial report for the period ending November 30, 2022.

**VI. General Discussion (if needed)**

No action was taken.

**VII. Executive Session for Director's annual evaluation**

There was a motion by Kristin Morrissey and a second by Lisa Stortzum to enter into executive session for the purpose of discussing personnel-related matters, as described in O.C.G.A. §50-14-3(b)(2). Motion carried unanimously, with all Board members present.

**VIII. Reconvene the Meeting**

There was a motion by Mary Helen McGruder and a second by Christy Winters to close the executive session and return to open session. Motion carried unanimously, with all Board members present.

**IX. Further Items to be Discussed**

**1. Director's compensation**

There was a motion by Kristin Morrissey and a second by Lisa Stortzum to increase the Director's salary by 4%, retroactive to the first pay period of 2023. Motion carried unanimously, with all Board members present.

**X. Adjournment**

There was a motion by Mary Helen McGruder and a second by Christy Winters to adjourn the meeting at 7:00 p.m. Motion carried unanimously, with all Board members present.

The next scheduled meeting of the Forsyth County Public Library Board of Trustees will be March 20, 2023 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.