

**Forsyth County Public Library Board of Trustees
Summary of Action Taken at November 17, 2014 Meeting**

The Forsyth County Public Library Board of Trustees held its November meeting at the Cumming Library on November 17, 2014 at 5:30 p.m.

Present were Board members Mary Helen McGruder (Chairman), Jean Bowline, Bob Keller, Kristin Morrissey, and Tim Plotner. Ms. McGruder called the meeting to order. The following is a summary of action taken at this meeting:

Approval of September 15, 2014 Library Board meeting minutes.

Approval of October 20, 2014 Library Board meeting minutes.

Approval of the revised Unattended Children Policy, effective December 1, 2014.

Approval of the revised Meeting Room Policy, effective December 1, 2014.

Approval to award the HVAC preventive maintenance and other services/repairs contract to Willis Mechanical, Inc. for the period from 1/1/15 to 12/31/15—with the option to renew for two additional years—for the amount of \$4,720 annually for preventive maintenance.

Approval of the Library's Fiscal Year 2014 audit as presented.

Approval to increase Other revenues and Operations expenses by \$600 to reflect a donation from the FCPL Friends and Advocates.

Approval to use \$20,746.44 in fund balance previously committed for Materials purchases for the purpose of purchasing Juvenile Reference books for all branches. Approval to increase Materials expenses by \$20,746.44.

Approval to use \$40,000 in fund balance for the purpose of purchasing replacement copies of popular Easy, Juvenile, and Teen materials. Approval to increase Materials expenses by \$40,000.

Approval to go into closed session to discuss personnel-related matters as described in O.C.G.A. §50-14-3(b)(2).

Approval to return to open session.

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 20, 2015 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Road, Cumming, GA 30040.