



Forsyth County Public Library Board of Trustees Minutes from March 20, 2017 Meeting

The Forsyth County Public Library Board of Trustees held its March meeting at the Cumming Library on March 20, 2017. Present were Board members Mary Helen McGruder (Chairman), Bob Keller, Kristin Morrissey, and Tim Plotner. Jean Bowline was absent. (Mr. Keller arrived at 5:35.) Also present were Anna Lyle (Director), Holly Barfield, Monica Hennings, Linda Kelly, Stephen Kight, Susan Thornton, and other staff members. Isabel Hughes with the *Forsyth County News* was also present.

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 Tim Plotner to adopt the Agenda as amended:

- Add Item #8 – Leave of absence for a Board Member.

Motion carried with four Board members in favor (McGruder, Keller, Morrissey, and Plotner) and one member absent (Bowline).

III. Announcements

There were no announcements.

IV. Adoption of Minutes

There was a motion by Kristin Morrissey and a second by Tim Plotner to adopt the minutes of the January 17, 2017 Library Board meeting. Motion carried with four Board members in favor (McGruder, Keller, Morrissey, and Plotner) and one member absent (Bowline).

V. Items Discussed

1. Uncollectable patron debt for 2013

There was a motion by Tim Plotner and a second by Kristin Morrissey to write off \$39,210.12 in patron debt remaining from 2013. Motion carried with four Board

members in favor (McGruder, Keller, Morrissey, and Plotner) and one member absent (Bowline).

2. Proposed Fiscal Year 2017 budget adjustments

There was a motion by Bob Keller and a second by Kristin Morrissey to approve the following adjustments to the FY2017 budget:

- Increase Forsyth County revenues and Personnel expenses by \$95,500 to reflect award of 5% merit increase for eligible staff from Forsyth County Government.
- Increase Other revenues by \$5,700 to reflect a donation from FCPL Friends and Advocates for the March 2018 Forsyth Reads Together (Gregory Maguire).
- Transfer \$40,000 in Operations savings to Materials expenses.
- Transfer \$50,000 in Personnel savings to Materials expenses.

Motion carried with four Board members in favor (McGruder, Keller, Morrissey, and Plotner) and one member absent (Bowline).

3. Proposed Fiscal Year 2018 budget

There was a motion by Tim Plotner and a second by Bob Keller to adopt FCPL's Fiscal Year 2018 proposed budget as presented, including revenues of \$6,218,283, expenditures of \$6,441,065, reserves of \$193,200, and \$415,982 in budgetary fund balance. Motion carried with four Board members in favor (McGruder, Keller, Morrissey, and Plotner) and one member absent (Bowline).

4. Proposed Calendar Year 2018 County budget request

Discussion led to a decision to revisit this item at a called meeting on April 10, 2017 at 8:30 a.m. at the Cumming Library.

5. Financial reports

Anna Lyle presented the FY2017 financial report for the period ending January 31, 2017 and the capital projects financial reports for the period ending March 14, 2017.

6. Sharon Forks Library construction project report

Anna Lyle gave the Board an update on the progress of the construction project at the Sharon Forks Library.

7. Public Services activities reports

Steve Kight presented the report on Public Services activities for January/February 2017.

8. Leave of absence for a Board member

There was a motion by Mary Helen McGruder and a second by Bob Keller to approve a three-month leave of absence for Board Member Jean Bowline, as provided for in the *Bylaws for Forsyth County Public Library*. Motion carried with four Board members in favor (McGruder, Keller, Morrissey, and Plotner) and one member absent (Bowline).

VI. General Discussion (if needed)

No action was taken.

VII. Executive Session (if needed)

No Executive Session was held.

VIII. Adjournment

There was a motion by Bob Keller and a second by Kristin Morrissey to adjourn the meeting at 7:00 p.m. Motion carried with four Board members in favor (McGruder, Keller, Morrissey, and Plotner) and one member absent (Bowline).

A called meeting will be held on Monday, April 10, 2017 at 8:30 a.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.

The next regularly scheduled meeting of the Forsyth County Public Library Board of Trustees will be May 15, 2017 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.