



Forsyth County Public Library Board of Trustees Summary of Action Taken at September 17, 2018 Meeting

The Forsyth County Public Library Board of Trustees held its September meeting at the Cumming Library on September 17, 2018 at 5:30 p.m.

Present were Board members Tim Plotner (Vice-Chairman), Kristin Morrissey, Kathy Thomas, and Christy Winters. Mary Helen McGruder (Chairman) was absent. The following is a summary of action taken at this meeting:

- I. Call Meeting to Order
Called to Order at 5:30 p.m.
- II. Adoption of Agenda
The Board voted unanimously (with Ms. McGruder absent) to adopt the Agenda as presented.
- III. Announcements
There were no announcements.
- IV. Adoption of Minutes
The Board voted unanimously (with Ms. McGruder absent) to adopt the minutes of the July 16, 2018 Library Board meeting.
- V. Items to be discussed
 1. Election of Officers for Library Board of Trustees
The Board voted unanimously (with Ms. McGruder absent) to elect the following Officers for Forsyth County Public Library Board of Trustees from September 17, 2018 to September 16, 2019:
 - **Chairman – Tim Plotner**
 - **Vice-Chairman – Mary Helen McGruder**
 - **Secretary/Treasurer – Kristin Morrissey**
 2. Digitization of *Forsyth County News*
No action was taken.

3. Award of bid for renovation of restroom and workroom at the Cumming Library
The Board voted unanimously (with Ms. McGruder absent) to:
 - **Award of bid for renovation of restroom and workroom at the Cumming Library to Everlast Construction Group, LLC for the amount of \$54,788.**
 - **Approval to use \$30,832 in fund balance as the required local match for the State MRR grant for the renovation of restroom and workroom at the Cumming Library; approval to increase Operations expenses by \$30,832. (\$23,956 in State MRR grant is already in budgeted revenues and expenses.)**

4. Proposed purchase of replacement vehicle
The Board voted unanimously (with Ms. McGruder absent) to:
 - **Use up to \$30,000 in fund balance committed for vehicle purchases and replacements to purchase a 2019 Dodge Grand Caravan; approval to increase Operations expenses by \$30,000.**
 - **Reduce the amount of fund balance committed for vehicle purchases and replacements by \$30,000.**

5. Proposed Fiscal Year 2019 Budget Adjustments:
The Board voted unanimously (with Ms. McGruder absent) to make the following adjustments to the Fiscal Year 2019 budget:
 - **Increase Donations revenues and Operations expenditures by \$7,500 to reflect a grant from the Forsyth County Arts Alliance Fund at the Forsyth County Community Foundation for the 2019 Forsyth Reads Together author event (Martha Hall Kelly).**
 - **Increase Donations revenues and Operations expenditures by \$1,200 to reflect a 2018 Community Impact Grant from the North Georgia Community Foundation.**
 - **Increase Federal revenues and Operations expenditures by \$5,625 to reflect the LSTA 2019 PRIME TIME grant.**

6. Financial reports
No action was taken.

7. Public Services activities reports
No action was taken.

- VI. General Discussion *(if needed)*
Stephen Kight shared information regarding the library's participation in the 2018/2019 UNG Mike Cottrell College of Business MBA Capstone program.

- VII. Executive Session *(if needed)*
No Executive Session was held.

VIII. Adjournment

The Board voted unanimously (with Ms. McGruder absent) to adjourn the meeting at 6:30 p.m.

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 Monday, November 12, 2018 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.