



## **Forsyth County Public Library Board of Trustees Minutes from January 22, 2019 Meeting**

The Forsyth County Public Library Board of Trustees held its January meeting at the Cumming Library on January 22, 2019. Present were Board members Tim Plotner (Chairman), Mary Helen McGruder, Kristin Morrissey, Kathy Thomas, and Christy Winters. Also present were Anna Lyle (Director), Holly Barfield, Monica Hennings, Linda Kelly, Stephen Kight, Nikki Watkins, Bobby Williams, and other staff members.

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

Tim Plotner 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 Kristin Morrissey 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 Mary Helen McGruder and a second by Christy Winters to adopt the minutes of the November 12, 2018 Library Board meeting. Motion carried unanimously, with all Board members present.

### **V. Items Discussed**

#### **1. Fiscal Year 2018 audit**

There was a motion by Kristin Morrissey and a second by Mary Helen McGruder to accept the Library's Fiscal Year 2018 audit as presented. Motion carried unanimously, with all Board members present.

**2. Proposed Fiscal Year 2019 budget adjustments**

There was a motion by Kathy Thomas and a second by Christy Winters to increase Forsyth County revenues by \$65,000 to reflect an increase in funding for the employer contribution to the Teachers Retirement System of Georgia. Motion carried unanimously, with all Board members present.

There was a motion by Christy Winters and a second by Kathy Thomas to increase Forsyth County revenues and Materials expenses by \$25,000 to reflect an increase in Materials funding. Motion carried unanimously, with all Board members present.

There was a motion by Mary Helen McGruder and a second by Kristin Morrissey to increase Forsyth County revenues and Personnel expenses by \$77,890 to reflect funding for one new full-time and four new part-time positions. Motion carried unanimously, with all Board members present.

There was a motion by Kristin Morrissey and a second by Christy Winters to increase Forsyth County revenues and Personnel expenses by \$94,000 to reflect funding for a 4% merit increase for eligible employees. Motion carried unanimously, with all Board members present.

**3. Bookmobile**

There was a motion by Kathy Thomas and a second by Mary Helen McGruder for staff to begin the process of designing and procuring a bookmobile and planning for bookmobile services. Motion carried unanimously, with all Board members present.

**4. Fiscal Year 2020 FCPL budget**

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to approve the FCPL's Fiscal Year 2020 proposed budget as presented, including revenues of \$7,261,330, expenditures of \$7,434,075, reserves of \$223,000, and \$395,745 in budgetary fund balance. Motion carried unanimously, with all Board members present.

**5. Calendar Year 2020 County budget request**

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to approve the FCPL's Calendar Year 2020 County proposed budget request as presented, with the exception of the request for Materials funding. The Materials amount will be increased from \$70,000 to up to \$85,000, based on additional staff analysis. Motion carried unanimously, with all Board members present.

There was a motion by Mary Helen McGruder and a second by Christy Winters to revise the Fiscal Year 2019 Library Board Schedule of Meetings to reflect the cancelation of the February 11, 2019 meeting. Motion carried unanimously, with all Board members present.

**6. Financial reports**

Nikki Watkins presented the FY2019 financial report for the period ending November 30, 2018 and the capital projects financial reports for the period ending January 11, 2019.

**7. Public Services activities reports**

Stephen Kight presented the report on Public Services activities for November/December 2018.

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

No action was taken.

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

There was a motion by Mary Helen McGruder and a second by Kristin Morrissey 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.

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

**VIII. Reconvene the Meeting**

**IX. Further Items to be Discussed**

**1. Director's compensation**

There was a motion by Mary Helen McGruder and a second by Christy Winters to increase the Director's salary by 7%, paperwork to be prepared by Nikki Watkins, retroactive to the first payperiod of 2019, resulting in the following Director's compensation:

State-funded salary =	\$79,870.00
Locally-funded salary =	\$35,840.40
State-funded benefits =	\$32,918.70
Locally-funded benefits =	\$11,446.48
Total compensation =	\$160,075.58

Motion carried unanimously, with all Board members present.

**X. Adjournment**

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to adjourn the meeting at 8:01 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 March 18, 2019 at 5:30 p.m. at the Cumming Library, 585 Dahlonga Street, Cumming, GA 30040.