



## **Forsyth County Public Library Board of Trustees Summary of Action Taken at July 15, 2019 Meeting**

The Forsyth County Public Library Board of Trustees held its July meeting at the Cumming Library on July 15, 2019 at 5:30 p.m.

Present were Board members Tim Plotner (Chairman), Mary Helen McGruder, Kristin Morrissey, Kathy Thomas, and Christy Winters. 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 Kristin Morrissey recusing herself) to adopt the Agenda as amended:**
  - **Add Item #10 – Memorandum of Understanding between Forsyth County Schools and FCPL**
  
- III. Announcements  
**There were no announcements.**
  
- IV. Adoption of Minutes
  1. **The Board voted unanimously to adopt the minutes of the May 20, 2019 Library Board meeting.**
  
  2. **The Board voted unanimously to adopt the minutes of the June 20, 2019 Called Library Board meeting.**
  
- V. Items to be discussed
  1. Fiscal Year 2020 Application for State Aid and Federally Required Certifications  
**The Board voted unanimously to approve certifications outlined in the documents entitled 1) Fiscal Year 2020 Application for State Aid to Public Libraries and 2) Certifications Regarding Debarment, Suspension and other Responsibility Matters; Drug-Free Workplace Requirements; Lobbying; Federal Debt Status; and Nondiscrimination.**

**The Board voted unanimously to acknowledge that: 1) Georgia code requires annual bonding of all FCPL financial officers and staff to be filed with the Georgia Public Library Service (GPLS); 2) this coverage is provided by the Forsyth County Government, per Resolution adopted by the Forsyth County Board of Commissioners on November 15, 2012; and 3) FCPL submits annual proof of coverage to GPLS as required by Georgia code.**

2. Proposed revisions to Rooms for Public Use policy  
**The Board voted unanimously to approve the revised Rooms for Public Use policy, effective July 17, 2019.**
3. Proposed revisions to the Extended Services policy and Plan for the Distribution of Services  
**The Board voted unanimously to approve the Plan for the Distribution of Services, which replaces the existing Extension Service Plan, effective July 17, 2019.**

**The Board voted unanimously to approve the Extended Services policy, which replaces the existing Availability of Library Services policy, effective July 17, 2019.**

4. Strategic Plan  
**No action was taken.**
5. Preview of new website  
**No action was taken.**
6. Libraries as Passport Acceptance Facilities  
**No action was taken.**
7. Proposed Fiscal Year 2020 Budget Adjustments  
**The Board voted unanimously to carry forward \$5,949.60 in Operations encumbrances for Teen area tables from FY2019.**

**The Board voted unanimously to carry forward \$479.41 in Materials encumbrances from FY2019.**

8. Financial reports  
**No action was taken.**
9. Public Services activities reports  
**No action was taken.**

10. Memorandum of Understanding between Forsyth County Schools and FCPL

**Kristin Morrissey made the following statement: “I am recusing because I serve on the Library Board and the Board of Education – and upon advice of counsel it is appropriate for me to recuse since this MOU involves both agencies.”**

**The Board voted unanimously (with Kristin Morrissey recusing herself) to approve the Memorandum of Understanding between Forsyth County Schools and Forsyth County Public Library regarding information sharing for the purpose of providing library services to FCS students. The director has the authority to make minor adjustments to the MOU, assuming both parties and legal counsel are in agreement.**

VI. General Discussion *(if needed)*  
**No discussion.**

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

VIII. Adjournment  
**The Board voted unanimously to adjourn the meeting at 7:00 p.m.**

A full draft of minutes from this meeting will be posted to the FCPL website ([www.forsythpl.org](http://www.forsythpl.org)) upon completion.

The next regularly scheduled meeting of the Forsyth County Public Library Board of Trustees will be Monday, September 16, 2019 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.