



Forsyth County Public Library Board of Trustees Summary of Action Taken at September 16, 2019 Meeting

The Forsyth County Public Library Board of Trustees held its September meeting at the Cumming Library on September 16, 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 to adopt the Agenda as presented.
- III. Announcements
Anna Lyle announced that Staff Training Day will be held on Friday, October 18, 2019 at 9:00 a.m. at the Sharon Forks Library.
- IV. Adoption of Minutes
 1. **The Board voted unanimously to adopt the minutes of the July 15, 2019 Library Board meeting.**
 2. **The Board voted unanimously to adopt the minutes of the August 12, 2019 called Library Board meeting.**
- V. Items to be discussed
 1. Election of Officers for Library Board of Trustees
The Board voted unanimously to elect the following Officers for Forsyth County Public Library Board of Trustees from September 16, 2019 to September 21, 2020:
 - **Chairman – Mary Helen McGruder**
 - **Vice-Chairman – Christy Winters**
 - **Secretary/Treasurer – Kristin Morrissey**
 2. Use of fund balance for Phase I of Cumming Library Upfit
The Board voted unanimously to approve the use of \$200,000 in fund balance (\$100,000 in committed, \$100,000 in unassigned) for the Cumming Library Upfit; approval to increase Operations expenses by \$200,000.

3. Award of bid for Flooring Replacement at the Cumming Library
The Board voted unanimously to approve the Flooring Replacement at the Cumming Library contract to Atlanta Tile and Masonry in the amount of \$273,606.

4. Proposed Fiscal Year 2020 Budget Adjustments
The Board voted unanimously to approve the budget adjustments as presented in the Board packet found under the tab labeled *FY2020 Budget Adjustments*:
 - **Increase of Donations revenue and Operations expenses by \$3,500 to reflect a grant from the Forsyth County Arts Alliance (FCAA) Fund at the Forsyth County Community Foundation for the 2020 Forsyth Reads Together author event (Jeff Shaara).**
 - **Increase of Donations revenue and Operations expenses by \$2,500 to reflect a 2019 Community Impact Grant from the North Georgia Community Foundation (NGCF) for the Forsyth Remembers Oral History Project.**
 - **Increase of Donations revenue and Materials expenses by \$500 to reflect a donation from the Lanier Forsyth Rotary Club for books in honor of Rotary speakers.**
 - **Increase of Donations revenue and Operations expenses by \$1,000 to reflect a donation from the Rotary Club of Forsyth County for sponsorship of the Leap Into Literacy program.**
 - **Increase of Donations revenue and Operations expenses by \$1,000 to reflect a donation from the Women United of United Way of Forsyth County for sponsorship of the Leap Into Literacy program.**
 - **Increase of Donations revenue and Operations expenses by \$125 to reflect a grant from the Forsyth County Master Gardeners for the seed library at Hampton Park Library.**
 - **Increase of Donations revenue and Operations expenses by \$1,500 to reflect a donation from the FCPL Friends & Advocates for Summer Reading prizes and staff appreciation.**
 - **Increase of Donations revenue by \$2,000 to correct an error in the original budget entry for the FCPL Friends & Advocates annual donation amount.**
 - **Increase of Federal revenue and Operations expenses by \$5,375 to reflect the LSTA 2020 Prime Time grant.**

- **Increase of State revenue and Operations expenses by \$37,892.54 to reflect the FY2020 LibTech grant.**
 - **Increase of State revenue and Operations expenses by \$100,000 to reflect the FY2020 MRR grant for the Cumming Library Upfit.**
5. Financial report
No action was taken.
 6. Public Services activities reports
No action was taken.
- VI. General Discussion *(if needed)*
Mary Helen McGruder thanked Tim Plotner for his time of service as Chairman of the Library Board.
- VII. Executive Session *(if needed)*
No Executive Session was held.
- VIII. Adjournment
The Board voted unanimously to adjourn the meeting at 6:18 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 18, 2019 at 5:30 p.m. at the Post Road Library, 5010 Post Road, Cumming, GA 30040.