



Forsyth County Public Library Board of Trustees Summary of Action Taken at March 16, 2020 Meeting

The Forsyth County Public Library Board of Trustees held its March meeting at the Cumming Library on March 16, 2020 at 5:30 p.m.

Present were Board members Mary Helen McGruder (Chairman), Kristin Morrissey, Tim Plotner, 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 amended, removing the following:
 1. Demonstration of new FCPL website
 2. Loan periods for outreach patrons
 3. Library Programs policy
- III. Announcements
There were no announcements.
- IV. Adoption of Minutes
The Board voted unanimously to adopt the minutes of the February 10, 2020 Library Board meeting.
- V. Items to be discussed
 1. Demonstration of new FCPL website
Board voted unanimously to remove from agenda
 2. Loan periods for outreach patrons
Board voted unanimously to remove from agenda
 3. Library Programs policy
Board voted unanimously to remove from agenda

4. Contagious Symptoms and Contagious Condition policy
The Board voted unanimously to approve the Contagious Symptoms and Contagious Condition policy, effective March 16, 2020.
5. Award of contract for furniture for the Cumming Library
The Board voted unanimously to approve the contract for furniture for the Cumming Library to Impact Office Interiors in the amount of \$104,056.00.
6. Uncollectable patron debt for 2016
The Board voted unanimously to write off \$34,782.44 in patron debt remaining from 2016.
7. Proposed Fiscal Year 2020 Budget Adjustments:
The Board voted unanimously to decrease State revenue and Operations expenses by \$4,300 to reflect the delayed start date of the Comcast data services contract.

The Board voted unanimously to increase Donations and Operating expenses by \$700 to reflect a grant from ALA (American Library Association).

The Board voted unanimously to decrease Personnel expenses by \$104,056 and increase Operations expenses by \$104,056 to purchase furniture for the Cumming Library.

8. Financial report
No action was taken.
 9. Public Services activities reports
No action was taken.
- VI. General Discussion (if needed)
There was a discussion of the COVID-19 Virus and its impact on the Library.
- VII. Executive Session (if needed)
No Executive Session was held.
- VIII. Adjournment
The Board voted unanimously to adjourn the meeting at 6:12 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, May 18, 2020 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.