



## **Forsyth County Public Library Board of Trustees Minutes from November 16, 2020 Meeting**

The Forsyth County Public Library Board of Trustees held its November meeting at the Hampton Park Library on November 16, 2020. Present were Board members Mary Helen McGruder (Chairman), Kristin Morrissey, Tim Plotner, Kathy Thomas, and Christy Winters. Also present were Anna Lyle (Director), Holly Barfield, Jeff Fisher, Stephen Kight, and Tricia Syler.

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

Mary Helen McGruder called the meeting to order at 5:29 p.m.

### **II. Adoption of Agenda**

There was a motion by Mary Helen McGruder and a second by Kathy Thomas 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 Kristin Morrissey and a second by Tim Plotner to adopt the minutes of the October 5, 2020 Library Board meeting. Motion carried unanimously, with all Board members present.

### **V. Items Discussed**

#### **1. Presentation to FCPL Friends and Advocates**

Mary Helen McGruder congratulated FCPL Friends and Advocates on their win of the statewide Fabulous Friends award and presented Jodie Barger, FCPL Friends President, a plaque of appreciation for their continued support of the library.

**2. Renewal of landscaping services contract**

There was a motion by Mary Helen McGruder and a second by Christy Winters to renew for one year the landscaping services contract with TruCut Landscape Services, in the amount of \$49,542.64. Motion carried unanimously, with all Board members present.

**3. Naming of future library on Fowler Road**

The Board chose to table this discussion until the January Board meeting.

**4. Evaluation form and process for Director position**

The Board reviewed the evaluation form presented by the Library Director.

**5. Proposed Fiscal Year 2021 budget adjustments**

There was a motion by Kathy Thomas and a second by Tim Plotner to increase Donations revenue and Operations expenses by \$600 to reflect a donation from the Forsyth County Master Gardeners for seed libraries at Hampton Park and Cumming libraries. Motion carried unanimously, with all Board members present.

There was a motion by Tim Plotner and a second by Christy Winters to increase Donations revenue and Operations expenses by \$1,200 to reflect a donation from the South Forsyth Rotary Club for the sponsorship of two literacy/activity stations at two laundromats in Forsyth County. Motion carried unanimously, with all Board members present.

**6. Financial report**

Anna Lyle, Library Director, presented the FY2021 financial report for the period ending September 30, 2020.

**7. Public Services activities reports**

Stephen Kight, Deputy Director, presented the report on Public Services activities for September/October 2020.

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

No discussion.

**VII. Executive Session (if needed)**

No Executive Session was held.

**VIII. Adjournment**

There was a motion by Mary Helen McGruder and a second by Christy Winters to adjourn the meeting at 6:01 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 Wednesday, January 20, 2020 at 5:30 p.m. at the Sharon Forks Library, 2820 Old Atlanta Road, Cumming, GA 30041.