



Forsyth County Public Library Board of Trustees Summary of Action Taken at September 27, 2021 Meeting

The Forsyth County Public Library Board of Trustees held its September meeting at the Cumming Library on September 27, 2021 at 5:30 p.m.

Present were Board members Mary Helen McGruder (Chairman), Kristin Morrissey, Lisa Stortzum, Kathy Thomas, and Christy Winters. (Ms. Thomas arrived at 5:33 p.m.) 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 Ms. Thomas absent) to adopt the Agenda as amended:
 - **Add Item #10 – Additional service for the professional architectural services contract**
- III. Announcements
There were no announcements.
- IV. Adoption of Minutes
The Board voted unanimously (with Ms. Thomas absent) to adopt the minutes of the July 19, 2021 Library Board meeting.
- V. Items to be discussed
 1. Activities Report
No action was taken.
 2. Governance of the Forsyth County Public Library
No action was taken.
 10. Additional service for the professional architectural services contract
The Board voted unanimously to increase the contract amount with McMillan Pazdan Smith Architecture for professional architectural services from \$568,800 to \$572,600.
 3. Bid for janitorial services
The Board voted unanimously to award the janitorial services contract to Building Maintenance Services, Inc. for the period from January 1, 2022 to December 31, 2022, with the option to renew for two additional years, for the amount of \$60,420.00 annually.
 4. Bid for landscape services
No action was taken.

5. Bid for HVAC preventive maintenance services
The Board voted unanimously to accept the staff recommendation to reject all bids submitted for HVAC preventive maintenance services and to solicit quotes on an as needed basis.

6. Elections of Officers for Library Board of Trustees
The Board voted unanimously to retain the current officers for the Forsyth County Public Library Board of Trustees:
 - **Chairman – Mary Helen McGruder**
 - **Vice-Chairman – Christy Winters**
 - **Secretary/Treasurer – Kristin Morrissey**Per the Library's Constitution, these "officers will serve for one year or until their successors are elected, and their terms of office shall begin at the close of the meeting at which they are elected."

7. Cumming Library renovations
No action was taken.

8. Proposed Fiscal Year 2022 Budget Adjustments:
The Board voted unanimously to increase Donations revenue and Operations expenses by \$2,900.00 to reflect a grant from the Forsyth County Arts Alliance (FCAA) Fund at the Forsyth County Community Foundation for arts-related programs.

The Board voted unanimously to increase Federal revenue by \$42,771.40 and Materials expenses by \$27,638.05 (to reflect the ARPA Digital Inclusion Grant) and Operations expenses by \$15,133.35 (to reflect the ARPA Tech Grant) received from GPLS.

9. Financial report
No action was taken.

- 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 6:54 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 15, 2021 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.