

**Forsyth County Public Library Board of Trustees
Summary of Action Taken at November 19, 2013 Meeting**

The Forsyth County Public Library Board of Trustees held its November meeting at the Cumming Library on November 19, 2013 at 5:30 p.m.

Present were Board members Mary Helen McGruder (Chairman), Jean Bowline, Bob Keller, Kristin Morrissey, and Tim Plotner. Ms. McGruder called the meeting to order. The following is a summary of action taken at this meeting:

Approval of September 24, 2013 Library Board meeting minutes.

Approval of the Library's Fiscal Year 2013 audit as presented.

Approval to commit \$50,000 in fund balance for information technology maintenance. When combined with funds remaining from the commitment made in May 2011, a total of \$94,000 is committed for information technology maintenance.

Approval to use \$10,000 in fund balance to construct study rooms at the Hampton Park Library. Approval to increase Operations expenses by \$10,000.

Approval to use \$20,000 in fund balance for miscellaneous facilities projects. Approval to increase Operations expenses by \$20,000.

Approval to use \$31,000 in fund balance previously committed for Materials purchases for the purpose of purchasing children's books for the Sharon Forks Library (\$27,000) and books on CD for the Cumming and Sharon Forks Libraries (\$4,000). Approval to increase Materials expenses by \$31,000.

Approval to use \$8,997.82 in fund balance previously committed for replacement of information technology equipment to replace 13 laptops used for staff training and patron programming. Approval to increase Operations expenses by \$8,997.82.

Approval to increase Other revenues and Materials expenses by \$2,000 to reflect a donation from the FCPL Friends and Advocates.

Approval to increase Other revenues and Operations expenses by \$3,500 to reflect a donation from the FCPL Friends and Advocates.

Approval to go into closed session to discuss personnel, specifically the Library Director's annual performance evaluation.

Approval to return to open session.

Approval of a 5% merit increase for the Library Director, effective the first payday in January 2014.

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 Tuesday, January 21, 2014 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Road, Cumming, GA 30040.