

**Forsyth County Public Library Board of Trustees
Summary of Action Taken at July 20, 2015 Meeting**

The Forsyth County Public Library Board of Trustees held its July meeting at the Cumming Library on July 20, 2015 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 May 18, 2015 Library Board meeting minutes.

Approval to use \$9,448.92 in fund balance for AWE Early Literacy Stations at the Cumming, Sharon Forks, and Hampton Park libraries. Approval to increase Operations expenditures by \$9,448.92.

Approval to increase Other revenues and Operations expenses by \$10,000 to reflect a donation from the FCPL Friends and Advocates for AWE Early Literacy Stations.

Approval to award the Professional Architectural Design Services contract to McMillan Pazdan Smith Architecture in the amount of \$436,232, plus up to \$20,000 in reimbursable expenses.

Approval to close all library locations on Monday, October 12, 2015 for Library Staff Training Day.

Approval to close all library branches (not Administrative Offices) on Friday, March 25, 2016 for Public Services Training Day.

Approval of certifications outlined in the document entitled *Certifications Regarding Debarment, Suspension and other Responsibility Matters; Drug-Free Workplace Requirements; Lobbying; Federal Debt Status; and Nondiscrimination*.

Approval to give signature authority for all contracts and other documents to Jon McDaniel, who holds the position of Director.

Approval of the FY2016 Georgia Public Library Service ZBB Formula Information Sheet and Budget Plan, as presented by staff.

FY2015 Budget Adjustments:

- Approval to decrease Other revenues and Operating expenses by \$597 to reflect a change in the planned donation from the FCPL Friends & Advocates.

- Approval to reverse 5/18/15 budget adjustment for \$2,000 donation from American Proteins, Inc. This donation will be deferred until FY2016.
- Approval to increase State revenues by \$4,235.68 to reflect a year-end major repair and renovation (MRR) grant.
- Approval to increase State revenues and Materials expenses by \$15,592.71 to reflect a year-end Materials grant.

FY2016 Budget Adjustments:

- Approval to carry forward \$1,247.09 in Materials encumbrances from FY2015.
- Approval to adjust State revenues to reflect new grant information from the Georgia Public Library Service, which includes a decrease of \$3,599 to the Personnel grant. Approval to decrease Personnel expenditures by \$3,599.
- Approval to increase Other revenues and Operations expenses by \$2,000 to reflect a donation from American Proteins, Inc for artwork for the Hampton Park Library. These funds were received in FY2015 and deferred until FY2016.
- Approval to increase Forsyth County revenues and Personnel expenditures by \$77,300 to reflect a 2.2% COLA for library staff.

Approval to go into closed session to discuss personnel-related matters as described in O.C.G.A. §50-14-3(b)(2).

Approval to return to open session.

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, September 21, 2015 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Road, Cumming, GA 30040.