



Forsyth County Public Library Board of Trustees Summary of Action Taken at May 15, 2017 Meeting

The Forsyth County Public Library Board of Trustees held its May meeting at the Cumming Library on May 15, 2017 at 5:30 p.m.

Present were Board members Mary Helen McGruder (Chairman), Bob Keller, Kristin Morrissey, and Tim Plotner. Jean Bowline was on an approved leave of absence. (Mr. Plotner arrived at 5:45 p.m. and Ms. McGruder left at 6:40 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 to accept the Agenda as presented.
- III. Announcements
There were no announcements.
- IV. Adoption of Minutes
 1. **The Board voted unanimously to adopt the minutes of the March 20, 2017 Library Board meeting.**
 2. **The Board voted unanimously to adopt the minutes of the April 10, 2017 called Library Board meeting.**
- V. Items to be discussed
 1. Presentation of interior finishes for the Sharon Forks Library by McMillan Pazdan Smith interior designer
Elisa Walker with McMillan Pazdan Smith presented selections for the interior finishes and furniture for the Sharon Forks Library.
 2. Presentation regarding Library's website
Steve Kight provided a brief re-introduction to the Library's website, including the eResources page.
 3. Library Board's Fiscal Year 2018 Schedule of Meetings
The Board voted unanimously to approve the Fiscal Year 2018 Library Board Schedule of Meetings as presented.
 4. Proposed deletion of FCPL Facebook Practice Statement and FCPL Facebook Content Guidelines
The Board voted unanimously to approve the deletion of the FCPL Facebook Practice Statement and FCPL Facebook Content Guidelines.

5. Proposed Social Media Policy (Operations Policy)
The Board voted unanimously to accept the proposed new Social Media Policy, effective May 16, 2017.
 6. Automated materials handling system (AMH) for the Cumming Library
The Board voted unanimously to approve the purchase of a Flex AMH with Bulk Separator from Bibliotheca at a purchase price of \$61,583 as a sole source purchase.
 7. Proposed Fiscal Year 2017 budget adjustments
The Board voted unanimously to make the following adjustments to the Fiscal Year 2017 budget:
 - **Increase Other revenues by \$1,500 to reflect a donation from FCPL Friends and Advocates for the April 2017 strategic planning retreat.**
 - **Transfer \$35,000 in Personnel savings to Operations expenses to partially fund the purchase of an automated materials handling system for the Cumming Library.**
 8. Financial reports
Discussion was held. No action was taken.
 9. Sharon Forks Library construction project report
Discussion was held. No action was taken.
 10. Public Services activities reports
Discussion was held. No action was taken.
- VI. General Discussion (*if needed*)
No action was taken.
- VII. Executive Session (*if needed*)
No Executive Session was held.
- VIII. Adjournment
The Board voted unanimously to adjourn the meeting at 6:45 p.m.

A full draft of minutes from this meeting will be posted to the FCPL website (www.forsythpl.org) upon completion.

A called meeting will be held on Thursday, June 8, 2017 at 6:00 p.m. in the conference room at the Jon McDaniel Administration Building (adjacent to the Cumming Library), 585 Dahlonega Street, Cumming, GA 30040.

The next regularly scheduled meeting of the Forsyth County Public Library Board of Trustees will be Monday, July 17, 2017 at 5:30 p.m. at the [Hampton Park Library, 5345 Settingdown Road, Cumming, GA 30041.](#)