



## **Forsyth County Public Library Board of Trustees Summary of Action Taken at March 19, 2018 Meeting**

The Forsyth County Public Library Board of Trustees held its March meeting at the Cumming Library on March 19, 2018 at 5:30 p.m.

Present were Board members Mary Helen McGruder (Chairman), Bob Keller, Kristin Morrissey, and Tim Plotner. Jean Bowline was absent. 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 adopt the Agenda as presented.**
- III. Announcements  
**There were no announcements.**
- IV. Adoption of Minutes  
**The Board voted unanimously to adopt the minutes of the February 12, 2018 Library Board meeting.**
- V. Items to be discussed
  1. Uncollectable patron debt for 2014  
**The Board voted unanimously to write off \$43,942.60 in patron debt remaining from 2014.**
  2. Proposed changes to committed fund balance  
**The Board voted unanimously to make the following changes to the committed fund balance:**
    - **Uncommit balance (\$50,000) of fund balance previously committed to upgrade the automated materials handling system (AMH) at the Sharon Forks Library.**
    - **Uncommit balance (\$58,320) of fund balance previously committed for phone system replacement.**
    - **Commit \$48,320 in fund balance for IT equipment replacement.**
    - **Commit \$60,000 in fund balance for vehicle purchases and replacements.**
  3. Proposed use of fund balance

**The Board voted unanimously to approve the use of \$5,955 in funds remaining from the phone system replacement project to purchase a replacement HVAC unit for the server room at the Cumming Library. This amount includes \$2,977.50 in State MRR funds and \$2,977.50 in fund balance.**

4. Proposed Fiscal Year 2019 budget  
**The Board voted unanimously to approve FCPL's Fiscal Year 2019 proposed budget as presented, including revenues of \$6,715,309, expenditures of \$7,003,048, reserves of \$210,100, and \$497,839 in budgetary fund balance.**
  5. Proposed Calendar Year 2019 County budget request  
**The Board voted unanimously to approve FCPL's Calendar Year 2019 County proposed budget request as presented.**
  6. Proposed use of North Impact Fees  
**The Board voted unanimously to use \$75,000 of North Impact Fees to purchase materials for the Hampton Park Library.**
  7. FCPL Constitution and Bylaws  
**Discussion was held. No action was taken.**
  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 6:15 p.m.**

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

The next regularly scheduled meeting of the Forsyth County Public Library Board of Trustees will be Monday, May 21, 2018 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.