



Forsyth County Public Library Board of Trustees Minutes from September 17, 2018 Meeting

The Forsyth County Public Library Board of Trustees held its September meeting at the Cumming Library on September 17, 2018. Present were Board members Tim Plotner (Vice-Chairman), Kristin Morrissey, Kathy Thomas, and Christy Winters. Mary Helen McGruder (Chairman) was absent. Also present were Anna Lyle (Director), Holly Barfield, Monica Hennings, Linda Kelly, Stephen Kight, Nikki Watkins, Bobby Williams, and other staff members.

I. Call Meeting to Order

Tim Plotner called the meeting to order at 5:30 p.m.

II. Adoption of Agenda

There was a motion by Kristin Morrissey and a second by Christy Winters to adopt the Agenda without amendments. Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

III. Announcements

There were no announcements.

IV. Adoption of Minutes

There was a motion by Christy Winters and a second by Kathy Thomas to adopt the minutes of the July 16, 2018 Library Board meeting. Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

V. Items Discussed

1. Election of Officers for Library Board of Trustees

There was a motion by Tim Plotner and a second by Kristin Morrissey to elect Tim Plotner as Chairman for Forsyth County Public Library Board of Trustees from September 17, 2018 to September 16, 2019. Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

There was a motion by Kristin Morrissey and a second by Christy Winters to elect Mary Helen McGruder as Vice-Chairman for Forsyth County Public Library Board of Trustees from September 17, 2018 to September 16, 2019. Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

There was a motion by Christy Winters and a second by Kathy Thomas to elect Kristin Morrissey as Secretary/Treasurer for Forsyth County Public Library Board of Trustees from September 17, 2018 to September 16, 2019. Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

2. Digitization of *Forsyth County News*

The Board further discussed benefits and options of digitizing the *Forsyth County News*. No action was taken.

3. Award of bid for renovation of restroom and workroom at the Cumming Library

There was a motion by Kristin Morrissey and a second by Christy Winters to award the bid for renovation of restroom and workroom at the Cumming Library to Everlast Construction Group, LLC for the amount of \$54,788. Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

There was a motion by Kristin Morrissey and a second by Kathy Thomas to approve the use of \$30,832 in fund balance as the required local match for the State MRR grant for the renovation of restroom and workroom at the Cumming Library; approval to increase Operations expenses by \$30,832. (\$23,956 in State MRR grant is already in budgeted revenues and expenses.) Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

4. Proposed purchase of replacement vehicle

There was a motion by Christy Winters and a second by Kathy Thomas to:

- Use up to \$30,000 in fund balance committed for vehicle purchases and replacements to purchase a 2019 Dodge Grand Caravan; approval to increase Operations expenses by \$30,000.
- Reduce the amount of fund balance committed for vehicle purchases and replacements by \$30,000.

Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

5. Proposed Fiscal Year 2019 budget adjustments

There was a motion by Kathy Thomas and a second by Christy Winters to increase Donations revenues and Operations expenditures by \$7,500 to reflect a grant from the Forsyth County Arts Alliance Fund at the Forsyth County Community Foundation for the 2019 Forsyth Reads Together author event (Martha Hall Kelly). Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

There was a motion by Christy Winters and a second by Kristin Morrissey to increase Donations revenues and Operations expenditures by \$1,200 to reflect a 2018 Community Impact Grant from the North Georgia Community Foundation. Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

There was a motion by Kristin Morrissey and a second by Kathy Thomas to increase Federal revenues and Operations expenditures by \$5,625 to reflect the LSTA 2019 PRIME TIME grant. Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

6. Financial reports

Anna Lyle presented the FY2019 financial report for the period ending July 31, 2018 and the capital projects financial reports for the period ending September 7, 2018.

7. Public Services activities reports

Stephen Kight presented the report on Public Services activities for July/August 2018.

VI. General Discussion (if needed)

Stephen Kight shared information regarding the library's participation in the 2018/2019 UNG Mike Cottrell College of Business MBA Capstone program.

VII. Executive Session (if needed)

No Executive Session was held.

VIII. Adjournment

There was a motion by Kristin Morrissey and a second by Kathy Thomas to adjourn the meeting at 6:30 p.m. Motion carried with four Board members in favor (Plotner, Morrissey, Thomas, and Winters) and one member absent (McGruder).

The next regularly scheduled meeting of the Forsyth County Public Library Board of Trustees will be November 12, 2018 at 5:30 p.m. at the Cumming Library, 585 Dahlonga Street, Cumming, GA 30040.