



Forsyth County Public Library Board of Trustees Summary of Action Taken at January 22, 2019 Meeting

The Forsyth County Public Library Board of Trustees held its January meeting at the Cumming Library on January 22, 2019 at 5:30 p.m.

Present were Board members Tim Plotner (Chairman), Mary Helen McGruder, Kristin Morrissey, Kathy Thomas, and Christy Winters. 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 November 12, 2018 Library Board meeting.
- V. Items to be discussed
 1. Fiscal Year 2018 audit
The Board voted unanimously to accept the Library's Fiscal Year 2018 audit as presented.
 2. Proposed Fiscal Year 2019 Budget Adjustments:
The Board voted unanimously to make the following adjustments to the Fiscal Year 2019 budget:
 - **Increase Forsyth County revenues by \$65,000 to reflect an increase in funding for the employer contribution to the Teachers Retirement System of Georgia.**
 - **Increase Forsyth County revenues and Materials expenses by \$25,000 to reflect an increase in Materials funding.**
 - **Increase Forsyth County revenues and Personnel expenses by \$77,890 to reflect funding for one new full-time and four new part-time positions.**
 - **Increase Forsyth County revenues and Personnel expenses by \$94,000 to reflect funding for a 4% merit increase for eligible employees.**

3. Bookmobile
The Board voted unanimously for staff to begin the process of designing and procuring a bookmobile and planning for bookmobile services.
4. Fiscal Year 2020 FCPL budget
The Board voted unanimously to approve the FCPL's Fiscal Year 2020 proposed budget as presented, including revenues of \$7,261,330, expenditures of \$7,434,075, reserves of \$223,000, and \$395,745 in budgetary fund balance.
5. Calendar Year 2020 County budget request
The Board voted unanimously to approve the FCPL's Calendar Year 2020 County proposed budget request as presented, with the exception of the request for Materials funding. The Materials amount will be increased from \$70,000 to up to \$85,000, based on additional staff analysis.

The Board voted unanimously to revise the Fiscal Year 2019 Library Board Schedule of Meetings to reflect the cancellation of the February 11, 2019 meeting.

6. Financial reports
No action was taken.
 7. Public Services activities reports
No action was taken.
- VI. General Discussion *(if needed)*
No discussion.
- VII. Executive Session for Director's annual evaluation
The Board voted unanimously to enter into executive session for the purpose of discussing personnel-related matters, as described in O.C.G.A. §50-14-3(b)(2).
The Board voted unanimously to close the executive session and return to regular session.
- VIII. Reconvene the Meeting

IX. Further Items to be Discussed

1. Director's compensation

The Board voted unanimously to increase the Director's salary by 7%, paperwork to be prepared by Nikki Watkins, retroactive to the first payperiod of 2019, resulting in the following Director's compensation:

State-funded salary =	\$79,870.00
Locally-funded salary =	\$35,840.40
State-funded benefits =	\$32,918.70
Locally-funded benefits =	\$11,446.48
Total compensation =	\$160,075.58

X. Adjournment

The Board voted unanimously to adjourn the meeting at 8:01 p.m.

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, March 18, 2019 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.