



Forsyth County Public Library Board of Trustees Summary of Action Taken at July 18, 2016 Meeting

The Forsyth County Public Library Board of Trustees held its July meeting at the Cumming Library on July 18, 2016 at 5:30 p.m.

Present were Board members Mary Helen McGruder (Chairman), Bob Keller, and Tim Plotner. Jean Bowline and Kristin Morrissey were absent. Ms. McGruder called the meeting to order. The following is a summary of action taken at this meeting:

Approval of the minutes of the May 16, 2016 Library Board meeting.

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 Anna Lyle, who holds the position of Director.

Approval of the revised Fund Balance Policy, effective immediately.

Approval of the construction budget for the Sharon Forks Library expansion and repurposing project, as presented by staff.

Approval of the following adjustments to the FY2016 budget:

- Reduce Other revenues and Operations expenses by \$3,500. The donation from the FCPL Friends and Advocates for the September 2016 Forsyth Reads Together author event will be deferred until FY2017.
- Reverse 5/16/16 budget adjustment for the State MRR grant of \$9,231. The approved project was not completed before fiscal year end and is not eligible for FY2016 State funds.

Approval of the following adjustments to the FY2017 budget:

- Carry forward \$1,656.45 in Materials encumbrances from FY2016.
- Carry forward \$12,963.45 in Operations encumbrances from FY2016 (furniture for administrative offices and entrance doors for the Cumming Library).
- Increase State revenues and Operations expenses by \$7,620 to reflect State MRR grant for entrance doors for the Cumming Library.

- Increase Other revenues and Operations expenses by \$3,500 to reflect a donation from the FCPL Friends & Advocates for the September 2016 Forsyth Reads Together author event. These funds were received in FY2016 and deferred until FY2017.
- Adjust State revenues to reflect new grant information from the Georgia Public Library Service, which includes a Personnel increase of \$6,414 and a Materials grant of \$56,839. Approval to increase Personnel expenses by \$6,414 and Materials expenses by \$56,839.
- Increase State revenues and Operations expenses by \$26,971.77 to reflect the FY2017 State MRR Technology grant.
- Increase Forsyth County revenues and Personnel expenses by \$127,000 to fund pay increases resulting from Library's salary study.

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 19, 2016 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Road, Cumming, GA 30040.