



## Forsyth County Public Library Board of Trustees Minutes from July 18, 2022 Meeting

The Forsyth County Public Library Board of Trustees held its July meeting at the Cumming Library on July 18, 2022. Present were Board members Mary Helen McGruder (Chairman), Lisa Stortzum, Kathy Thomas, and Christy Winters. Kristin Morrissey was absent. Also present were Anna Lyle (Director), Holly Barfield, Ann Decherd, Jeff Fisher, Tricia Syler, and Nikki Watkins. Sabrina Kerns with the *Forsyth County News* was also present.

### I. Call Meeting to Order

Mary Helen McGruder called the meeting to order at 5:30 p.m.

### II. Adoption of Agenda

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to adopt the Agenda without amendments. Motion carried with four members in favor (McGruder, Stortzum, Thomas, and Winters) and one member absent (Morrissey).

### III. Announcements

Anna Lyle announced that Kathy Thomas and Christy Winters have been reappointed for their second term effective July 1, 2022.

Ann Decherd was introduced to the Board in her new role as Deputy Director.

### IV. Adoption of Minutes

There was a motion by Kathy Thomas and a second by Christy Winters to adopt the minutes of the May 16, 2022 Library Board meeting. Motion carried with four members in favor (McGruder, Stortzum, Thomas, and Winters) and one member absent (Morrissey).

### V. Items Discussed

#### 1. Activities Report

Ann Decherd, Deputy Director, presented the report on Public Services activities for May/June 2022.

**2. Denmark Library update**

Anna Lyle, Library Director, and Holly Barfield, IT & Facilities Manager, provided an update on various aspects of the Denmark Library project, including outdoor features and budget.

**3. Architectural services contract—Additional services**

There was a motion by Lisa Stortzum and a second by Christy Winters to approve the additional services by McMillan Pazdan Smith Architecture for low voltage system design and road widening design in the amount of \$33,925. Motion carried with four members in favor (McGruder, Stortzum, Thomas, and Winters) and one member absent (Morrissey).

**4. Proposed Fiscal Year 2022 budget adjustment**

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to decrease State revenues and Operations expenses by \$2,203.20 to reflect a decrease in Post E-Rate Technology Reimbursements. Motion carried with four members in favor (McGruder, Stortzum, Thomas, and Winters) and one member absent (Morrissey).

**5. Proposed Fiscal Year 2023 budget adjustments**

There was a motion by Mary Helen McGruder and a second by Lisa Stortzum to approve the following adjustments to the Fiscal Year 2023 budget:

- Approval to carry forward \$260,004.93 in Operations encumbrances for the Post Road Flex AMH System (\$259,719.09) and supplies (\$285.84) from FY2022.
- Approval to carry forward \$1,687.80 in Materials encumbrances from FY2022.
- Approval to increase State revenue by \$99,836.89 to reflect the MRR grant (50/50) amount remaining from FY2022 and carry forward \$99,836.89 to reflect the local match of the FY2022 MRR grant; approval to increase Operations expenditures by \$199,673.77 for various facilities projects.
- Approval to increase State revenue and Operations expenses by \$226,500.00 to reflect the FY2023 MRR grant for various facilities projects.
- Approval to use \$226,500.00 in committed fund balance as matching funds for the FY2023 MRR grant for various facilities projects; approval to increase Operations expenses by \$226,500.00.
- Approval to increase State revenue and Operations expenses by \$30,266.70 to reflect the FY2023 LibTech grant.
- Approval to adjust State revenues and expenses to reflect new grant information from Georgia Public Library Service, which includes a Personnel increase of \$25,984.00 and a Materials increase of \$64,299.00.
- Approval to decrease State revenues and Operations expenses by \$2,203.20 to reflect a decrease in Post E-Rate Technology Reimbursements.

- Approval to increase Donations revenue and Operations expenses by \$1,100.00 to reflect the Community Webs grant from Internet Archive to be used to for a community history archive project.
- Approval to increase Donations revenue and Materials expenses by \$5,000.00 to reflect the Kares 4 Kids donation to be used to purchase board books.
- Approval to increase Donations revenue and Operations expenses by \$5,000.00 to reflect a grant from the Forsyth County Arts Alliance (FCAA) Fund at the Forsyth County Community Foundation for author events.
- Approval to increase Donations revenue by \$4,558.48 and increase Materials expenses by \$2,000.00 and Operations expenses by \$2,558.48 to reflect a donation from United Square Foundation for the purchase of children's books and children's programming.
- Approval to increase Donations revenue and Materials expenses by \$400.00 to reflect a donation from the Lanier-Forsyth Rotary Club for books in honor of Rotary speakers.

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

#### **6. Financial reports**

Nikki Watkins presented the FY2023 financial report for the period ending May 31, 2022.

#### **VI. General Discussion (if needed)**

No discussion.

#### **VII. Executive Session (if needed)**

No Executive Session was held.

#### **VIII. Adjournment**

There was a motion by Christy Winters and a second by Kathy Thomas to adjourn the meeting at 6:36 p.m. Motion carried with four members in favor (McGruder, Stortzum, Thomas, and Winters) and one member absent (Morrissey).

There will be a Called meeting of the Forsyth County Public Library Board of Trustees on Monday, August 8, 2022 at 5:30 p.m. at the Cumming Library, 585 Dahlonga Street, Cumming, GA 30040.