



## **Forsyth County Public Library Board of Trustees Minutes from November 21, 2022 Meeting**

The Forsyth County Public Library Board of Trustees held its November meeting at the Cumming Library on November 21, 2022. Present were Board members Mary Helen McGruder (Chairman), Kristin Morrissey, Lisa Stortzum, Kathy Thomas, and Christy Winters. Also present were Anna Lyle (Director), Holly Barfield, Ann Decherd, Jeff Fisher, and Nikki Watkins.

### **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 Kristin Morrissey to adopt the Agenda as amended:

- Move #2 to #12 on the agenda – Election of Officers for Library Board of Trustees
- Remove item #7 – Qualifications of general contractors for Denmark Library due to item is incomplete. Still waiting on proposal references.

Motion carried unanimously, with all Board members present.

### **III. Announcements**

There were no announcements.

### **IV. Adoption of Minutes**

There was a motion by Mary Helen McGruder and a second by Kathy Thomas to adopt the minutes of the September 19, 2022 Library Board meeting. Motion carried unanimously, with all Board members present.

### **V. Items Discussed**

#### **1. Activities Report**

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

#### **2. Election of Officers for Library Board of Trustees**

The Board voted unanimously during agenda adoption to move item #2 to item #12 on the agenda.

**3. Collection Development Policy**

There was a motion by Christy Winters and a second by Lisa Stortzum to approve the revised Collection Development Policy, effective December 1, 2022. Motion carried unanimously, with all Board members present.

**4. Fiscal Year 2022 audit report**

There was a motion by Kathy Thomas and a second by Christy Winters to accept the Library's Fiscal Year 2022 audit as presented. Motion carried unanimously, with all Board members present.

**5. Fiscal Year 2022 AUP report**

There was a motion by Mary Helen McGruder and a second by Kristin Morrissey to accept the Library's Fiscal Year 2022 AUP Report for State Grants as presented. Motion carried unanimously, with all Board members present.

**6. Denmark Library update**

Holly Barfield and Anna Lyle provided an update on the Denmark Library project. The procurement process for the general contractor is currently underway.

**7. Qualification of general contractors for Denmark Library**

The board voted unanimously during the agenda adoption to remove item #7.

**8. Governor's Emergency Education Relief Fund II (GEER) grants**

Holly Barfield provided an update of Georgia Public Library Service's launch of its GEER Device Replacement Grant, which will provide Chromebooks, hotspots, and Playaway Launchpads to participating libraries.

**9. State Major Repair and Renovation (MRR) grants update**

Holly Barfield provided an update of all the MRR projects recently completed or in progress. Upfit plans for the Hampton Park Quiet Room and the lobby area of the administrative offices were highlighted.

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

There was a motion by Mary Helen McGruder and a second by Christy Winters to increase Donations revenue and Operations expenses by \$2,100.00 to reflect the grant received from South Forsyth Rotary to be used for Leap Into Literacy programs. Motion carried unanimously, with all Board members present.

There was a motion by Lisa Stortzum and a second by Kathy Thomas to increase Forsyth County revenue and Personnel expenses by \$103,650.00 to reflect funding for a 4% pay increase for employees. Motion carried unanimously, with all Board members present.

There was a motion by Kathy Thomas and a second by Kristin Morrissey to increase Donations revenue and Operations expenses by \$3,100.00 to reflect the grant from North Georgia Community Foundation for adult ESOL programs. Motion carried unanimously, with all Board members present.

#### **11. Financial reports**

Nikki Watkins presented the FY2022 financial report for the period ending September 30, 2022.

#### **12. Election of Officers for Library Board of Trustees**

There was a motion by Mary Helen McGruder and a second by Cristy Winters to elect the following Officers for Forsyth County Public Library Board of Trustees from November 21, 2022 to September 18, 2023:

- Chair – Kristin Morrissey
- Vice-Chair – Christy Winters
- Secretary/Treasurer – Lisa Stortzum

Motion carried unanimously, with all Board members present.

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

No discussion.

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

No Executive Session was held.

#### **VIII. Adjournment**

There was a motion by Kristin Morrissey and a second by Christy Winters to adjourn the meeting at 6:40 p.m. Motion carried unanimously, with all Board members present.

The next regularly scheduled meeting of the Forsyth County Public Library Board of Trustees will be Tuesday, January 17, 2023 at 5:30 p.m. at the Cumming Library, 585 Dahlonega Street, Cumming, GA 30040.