GWINNETT COUNTY
PUBLIC LIBRARY

Gwinnett County Public Library

Meeting Minutes

Board Business Meeting

02/03/2020 06:30 PM

Library Administrative Offices
1001 Lawrenceville Highway
Lawrenceville, GA 30046

Voting Members Present

Dick Goodman, Chair
Deborah Oscarson, Vice Chair
Kelly Byrd, Secretary
Wandy Taylor, Treasurer
JT Wu, Board Member

The Gwinnett County Board of Trustees held the scheduled Board Business meeting and Executive Session February 3, 2020 6:30 PM at the Library Administrative Office. Executive Director Charles Pace and other administrative staff were in attendance.

1. **Call to Order**

   Board Chair, Dick Goodman called the meeting to order at 6:30 PM

2. **Approval of the Agenda**

   Motion made by Byrd to approve the February 3, 2020 Board Business agenda as presented. Seconded by Wu, Unanimous. APPROVED

3. **Election of Officers**

   Motion to elect Dick Goodman as Chairperson made by Byrd. Seconded by Oscarson, Unanimous. APPROVED

   Motion to elect Wandy Taylor as Vice Chairperson made by Wu. Seconded by Byrd, Unanimous. APPROVED

Motion to elect JT Wu as Secretary made by Taylor. Seconded by Byrd, Unanimous. APPROVED

Chairperson Dick Goodman appointed Deborah Oscarson as Treasurer.

4. **Director's Winter Report**

Executive Director, Charles Pace reported on the recent important library happenings with the following highlights:

- Charles Pace was selected as one of 10 members to serve on the Board of the Gwinnett Health Coalition and the first meeting was in December. The new structure of the coalition will focus on creating pilot projects to test out new approaches to community services.
- Mr. Pace was asked to serve on the County's Community Advisory Board for the purpose of making recommendations to the County about community engagement.
- On November 12th GCPL attended a meeting with Goodwill to reinvigorate their partnership.
- Mr. Pace served as principal for a day at Jenkins Elementary School in Lawrenceville and did story times for five different classes.

5. **Citizen's Request to Address the Board**

No citizens were present to address the Board.

6. **Financial Items**

a. FY 2019 Financial Statement

No action necessary on the FY 2019 Financial Statement

b. FY 2019 CFNEG Financial Statement

No action necessary on the FY 2019 CFNEG Financial Statement.

c. FY 2019 Final Budget Amendment

Motion made by Byrd for the FY 2019 Budget be amended to add $33,500 in Revenue and Expenses and transfer $9,952 in budgeted expenses from Operations to Personal Services. Seconded by Oscarson, Unanimous. APPROVED

d. FY 2020 Employee Compensation Plan

Motion made by Taylor to approve a 4% performance increase effective beginning January 1, 2020 for all eligible full-and Part-time employees. Seconded by Byrd, Unanimous. APPROVED

e. FY 2020 Budget Amendment 1

Motion made by Oscarson that the FY 2020 budget be amended to add $329,785 in Revenue and $237,158 in Expenses. Seconded by Wu, Unanimous. APPROVED

7. **Minutes Pending Approval**

Motion made by Byrd to approve the November 4, 2019 Board Business Meeting minutes as presented. Seconded by Taylor, Unanimous. APPROVED

8. **Executive Session**

Motion made by Wu for the Board to go into Executive Session at 7:15 PM for the purpose of discussion or deliberation on the Executive Director's FY 2020 compensation. Seconded by Taylor, Unanimous. APPROVED

Action to come out of Executive Session

Motion made by Oscarson to come out of Executive Session. Seconded by Taylor, Unanimous. APPROVED

9. **FY 2020 Resolution for Director's Compensation**

Motion made by Byrd to adopt the resolution for the Director's FY 2020 compensation determined in Executive Session. Seconded by Wu, Unanimous. APPROVED

10. **Other Business**

No other Business was discussed.

11. **Adjournment**

Motion made by Byrd to adjourn the February 3, 2020 Board Business meeting. Seconded by Wu, Unanimous. APPROVED

Meeting Adjourned at 8:45 PM