GWINNETT COUNTY
PUBLIC LIBRARY

Board Business Meeting
05/11/2020 06:30 PM
Gwinnett County Public Library
Virtual Board Business Meeting

The Gwinnett County Board of Trustees held the scheduled Board Business meeting May 11, 2020 6:30 PM virtually in an online meeting due to the Covid-19 pandemic. Executive Director Charles Pace and other administrative staff were in virtual attendance.

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

1. **Call to Order**
   Board Chair Dick Goodman called the May 11, 2020 Board Business meeting to order at 6:37 PM.

2. **Approval of the Agenda**
   Motion made by Wandy Taylor to approve the May 11, 2020 Board Business meeting Agenda as presented. Seconded by Deborah Oscarson. Unanimous, APPROVED

3. **GCPL Foundation Inc.**
   Executive Director Charles Pace presented the request to the Board for Gwinnett County Public Library to be the exclusive General Member of the new GCPL Foundation nonprofit corporation.

Motion made by Deborah Oscarson to have the Gwinnett County Public Library consent to be the exclusive General Member of the new nonprofit corporation. Seconded by Kelly Byrd, Unanimous. APPROVED

4. **Financial Items**

   a. **FY 2020 Financial Narrative and Statement**
   Director of Administrative Services/CFO Dana Russell presented the Library's Statement of Revenues, Expenditures and Changes in Fund Balance for the 1st quarter ended March 31, 2020.
   No action necessary on the Financial Items.

   b. **FY 2020 CFNEG Financial Statement**
   Dana Russell presented the Community Foundation of Northeast Georgia 1st quarter statement ended March 31, 2020.
   No action necessary.

5. **Personnel Policy Revisions**
   Director of Administrative Services/CFO Dana Russell presented revisions to Chapter Vll of the Personnel Policy.

   Motion made by JT Wu to approve the revisions to the Gwinnett County Public Library Personnel Policy as presented with an effective date of March 15, 2020. Seconded by Wandy Taylor, Unanimous. APPROVED

6. **State Grant Audit of Agreed Upon Procedures**
   Director of Administrative Services, Dana Russell presented the findings of the audit of the State Grant of Agreed Upon Procedures for Board approval.

   Motion made by Kelly Byrd to approve the State Grant findings as presented. Seconded by Deborah Oscarson, Unanimous. APPROVED

7. **Minutes Pending Approval**
   Motion made by Wandy Taylor to approve the February 3, 2020 Board Business Meeting minutes as presented. Seconded by JT Wu, Unanimous. APPROVED

8. **Other Business**
   Executive Director Charles Pace briefed the Board on the following plans for the Library's metered Re-Opening.
   - The week of May 18th staff will return to branches to work on safety, sanitation and distancing protocols.
   - Beginning May 26th the Library will allow curbside pick up of holds.

9. **Adjournment**

Motion made by Wandy Taylor to adjourn the May 11, 2020 Board Business Meeting. Seconded by Kelly Byrd, Unanimous. APPROVED

Meeting Adjourned at 7:36 PM

APPROVED 8/10/2020