GWINNETT COUNTY
PUBLIC LIBRARY

Gwinnett County Public Library
Meeting Minutes
Board Business Meeting
November 15, 2021 - 6:00 PM
Library Administrative Offices 1001
Lawrenceville Highway
Lawrenceville, GA 30046

Voting Members
Wandy Taylor, Chairperson
Kelly Byrd, Vice Chair
Adriana Andrade, Board Member
JT Wu, Secretary
Ted Koppel, Treasurer

Meeting Minutes

The Gwinnett County Library Board of Trustees held a scheduled Board Business meeting November 15, 2021 at the Library Administrative Offices. Executive Director Charles Pace and other administrative staff were in attendance.

1. **Call to Order**
   Board Chair, Wandy Taylor called the November 15, 2021 Board Business meeting to order at 6:00 PM.

2. **Approval of the Agenda**
   Motion made by Koppel to approve the November 15, 2021 Board Business meeting agenda as presented. Seconded by Byrd, Unanimous. APPROVED

3. **Citizen's Request to Address the Board**
   No citizens were present to address the Board.

4. **GCPL Bylaws**

The GCPL Bylaws were discussed and the Board noted that the Bylaws were an important governing document as well as the need for them to be updated. The Board agreed to review the Bylaws and highlight areas for change as well as obtain recommendations from Legal council, all of which will be discussed at next Board meeting.

5. **CY 2022 Budget Discussion**

The Board reviewed the CY 2022 Library budget recommendations and agreed that they will follow up with their commissioners for more budget discussions.

6. **CY 2022 Board Meeting Schedule**

Motion made by Andrade to approve the CY 2022 Board meeting schedule as presented. Seconded by Byrd, Unanimous. APPROVED

7. **Request for Library Closure**

Due to the areas of concern with the OCLC WISE migration, the Library has decided to postpone the WISE implementation to a later date.
Motion made by Taylor to withdraw the WISE implementation item from the agenda. Seconded by Andrade, Unanimous. APPROVED

8. **Financial Items**

No action necessary on Financial Items.

9. **FY 2021 Budget Amendment 4**

Motion made by Koppel to adopt amendment 4 to the Library's FY 2021 budget to increase total Revenue and total Expenditures by $46,998.48. Seconded by Byrd, Unanimous. APPROVED

10. **GCPL Paid Parental Leave Policy**

Motion made by Andrade to approve the Paid Parental Leave policy as presented. Seconded by Wu, Unanimous. APPROVED

11. **Employee Handbook Revisions**

Motion made by Koppel to approve the revisions to the Employee Handbook as presented. Seconded by Wu, Unanimous. APPROVED

12. **Minutes Pending Approval**

Motion made by Koppel to approve the August 9, 2021 Board Business Meeting Minutes, September 13, 2021 Called Board Meeting Minutes, the September 27, 2021 Called Board Meeting Minutes and the October 25, 2021 Board Workshop minutes as presented. Seconded by Byrd, Unanimous.

APPROVED

13. Other Business

Board member Ted Koppel thanked GCPL's Director of Customer Experience, Michael Casey for sending him the information he requested on the Beanstack statistics.

14. Adjournment

Motion made by Taylor to adjourn the November 15, 2021 Board Business meeting. Seconded by Koppel, Unanimous. APPROVED

Board Meeting concluded at 6:56 PM