Gwinnett County Public Library

Meeting Minutes

Board of Trustees

Board Business Meeting

May 16, 2022 – 6:00 PM

Library Administrative Office

1001 Lawrenceville Highway

Lawrenceville, GA 30046

Voting Members

Dr. Wandy Taylor, Chairperson
Kelly Byrd, Vice Chairperson
Adriana Andrade, Secretary
Ted Koppel, Treasurer
JT Wu, Board Member

Meeting Minutes

The Gwinnett County Library Board of Trustees held a scheduled Board Business meeting on May 16, 2022 at 6:00 PM 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 May 16, 2022 Board Business Meeting to order at 6:03 PM.

2. **Approval of the Agenda**
   Motion made by Koppel to approve the May 16, 2022 Board Business meeting agenda as presented. Seconded by Wu, Unanimous. APPROVED

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

4. **Director's Report**
   Executive Director Charles Pace gave a report on the important library meetings, projects, events, etc. that have taken place since January 2022.
   - Interviews were held and a new Marketing Director was selected. Duffie Dixon started in her new position on May 2, 2022.
   - Charles attended the Library Directors' meeting in Athens, GA on May 5th and 6th.

5. **Foundation Board Nomination**
   Motion made by Wu to nominate Secretary Adriana Andrade to serve on the GCPL Foundation Board. Seconded by Koppel, Unanimous. APPROVED

6. **Request for Library Closure**
   Motion made by Andrade to approve the closure of the library on June 20, 2022 as a paid staff holiday in observance of Juneteenth National Independence Day. Seconded by Byrd, Unanimous. APPROVED

7. **GCPL Staff Day Proposed Date Change**
   Motion made by Koppel to move the library's annual Staff Day event to October 17, 2022. Seconded by Wu, Unanimous. APPROVED

8. **Request to Discontinue Attendance Incentive Leave**
   Motion made by Koppel to approve the discontinuation of the Library's current Attendance Incentive Leave Policy. Seconded by Byrd, Unanimous. APPROVED

9. **FY 2022 Budget Amendment**
   Motion made by Wu to adopt Amendment 2 to the Library's FY 2022 budget to increase total Revenue and total Expenditures by $50,852.46. Seconded by Koppel, Unanimous. APPROVED

APPROVED 08/08/2022

10. Minutes Pending Approval

Motion made by Koppel to approve the February 7, 2022 and the April 25, 2022 Board Meeting Minutes. Seconded by Byrd, Unanimous. APPROVED

11. Executive Session

Motion made by Koppel to go into Executive Session at 6:25 PM for the purpose of discussion or deliberation on a legal matter. Seconded by Byrd, Unanimous. APPROVED

Action to come out of Executive Session

Motion made by Byrd to come out of closed meeting at 7:21 PM. Seconded by Andrade, Unanimous. APPROVED

12. Call to Order

Board Chair Wandy Taylor called the Board Business Meeting to order following the Executive Session at 7:26 PM.

13. Other Business

No other business was discussed.

14. Adjournment

Motion made by Byrd to adjourn the May 16, 2022 Board Business Meeting. Seconded by Wu, Unanimous. APPROVED

Meeting adjourned at 7:32 PM.

APPROVED 08/08/2022