Gwinnett County Public Library
Board of Trustees
Board Business Meeting
Meeting Minutes
February 27, 2023 – 1:00 PM
Duluth Branch Meeting Room
3180 Main Street
Duluth, GA 30096-3257

Voting Members

JT Wu, Chairperson - Present
Adriana Andrade, Vice Chairperson - Present
Ted Koppel, Treasurer - Present
Kelly Byrd, Board Member - Present

Meeting Minutes

The Gwinnett County Library Board of Trustees held a scheduled Board Business Meeting on February 27, 2023 at 1:00 PM at the Duluth Branch. Executive Director Charles Pace and other administrative staff were in attendance.

1. **Call to Order**
   Board Chair JT Wu called the February 27, 2023 Board Business Meeting to order at 1:04 PM.

2. **Approval of the Agenda**
   Motion made by Koppel to approve the February 27, 2023 Board Business meeting agenda as presented. Seconded by Byrd, Unanimous. APPROVED

APPROVED 05/15/2023

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

   No citizens were present to address the Board.

4. **Financial Items**

   a. FY2023 Budget Amendment

   Motion made by Koppel to adopt the proposed Amendment 1 to the GCPL FY2023 Budget to decrease budgeted Revenues by $1,890,479 and decrease Expenses by $898,062 with Fund Balance required of $992,417 (to balance the budget), for the purposes presented to the Board in its February 27, 2023 Business Meeting. Seconded by Byrd, Unanimous. APPROVED

   b. FY2022 CFNEG Statement

   Director of Administrative Services/CFO Ruby Wilson presented the Community Foundation of Northeast Georgia Statement for the fourth quarter ended December 31, 2022.

5. **Minutes Pending Approval**

   Motion made by Koppel to approve the November 14, 2022 Board Business Meeting Minutes. Seconded by Byrd, Unanimous. APPROVED

   Motion made by Byrd to approve the January 9, 2023 Board Workshop Minutes. Seconded by Andrade, Unanimous. APPROVED

6. **Executive Session**

   Motion made by Byrd to go into Executive Session for the purpose of discussion or deliberation on the Executive Director's FY 2023 compensation. Seconded by Andrade, Unanimous. APPROVED

   Time open meeting adjourned to go into Executive Session: 1:20 PM

7. **Call to Order**

   Board Chair JT Wu called the Board Business Meeting to order following the Executive Session at 1:34 PM.

8. **FY2023 Director's Compensation Resolution**

   Motion made by Koppel to adopt the resolution for the Director's FY 2023 Compensation, as determined in Executive Session. Seconded by Byrd, Unanimous. APPROVED

9. **Other Business**

   Staff Compensation

   The Board plans to discuss staff compensation at the April 17, 2023 Workshop.

   Community Foundation of Northeast Georgia

   The Board requested further information, including impact metrics, regarding the positive effects the Foundation is having on library programs and services. This will be presented at the April 17, 2023 Board Workshop.

10. **Adjournment**

    Motion made by Andrade to adjourn the February 27, 2023 Board Business Meeting. Seconded by Koppel, Unanimous. APPROVED

Meeting adjourned at 1:34 PM.

APPROVED 05/15/2023