GWINNETT COUNTY
PUBLIC LIBRARY

Gwinnett County Public Library
Board of Trustees
Board Meeting
Meeting Minutes
March 16, 2026 – 6:00 PM
Norcross Branch Meeting Room
5735 Buford Highway
Norcross, GA 30071-2408

Voting Members

JT Wu, Chairperson - Present Virtually
Brian Carlson, Vice Chair - Present
Dr. Kathy Lee, Secretary - Present
Dr. Jann Joseph, Treasurer - Present
Georgeanna Kelly, Board Member - Present

Meeting Minutes

The Gwinnett County Public Library Board of Trustees held a scheduled Board Meeting on March 16, 2026 at 6:00 PM at the Norcross Branch. Executive Director Charles Pace and other administrative staff were in attendance.

1. **Call to Order**
   Board Vice Chair Brian Carlson called the meeting to order at 6:13 PM.

2. **Approval of the Agenda**
   Motion made by Joseph to approve the March 16, 2026 Board Meeting Agenda with adjustment to paragraph 10, changing the word "determined" to "discussed." Seconded by Wu, Unanimous. APPROVED

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

   There were no citizens present to address the Board.

4. **Director's Report**

   Executive Director Charles Pace reported highlights since January 2026.

   - The Gwinnett County Public Library Foundation Board had its annual meeting at the end of January, where the 2026 budget was approved and plans such as preliminary decisions about this year's Gala were set in motion.
   - Congratulations to Michael Levengood, who was named the Gwinnett Chamber's 2026 Citizen of the Year in February. It is a well-deserved recognition for his contributions to our community.
   - Last week was Library Day at the State Capitol, and Charles attended along with several other GCPL staff. This day is organized by GPLS as a day for librarians across the state to go to the Capitol to advocate for libraries. Charles and GCPL staff met with legislators and their representatives, sharing information about library services and concerns related to upcoming legislation and how it could affect libraries.

5. **Financial Items**

   a. **Service Agreement with Spectrum Business for Direct Internet Access**

      Motion made by Kelly to give the Executive Director authority to execute the Service Agreement between the Gwinnett County Public Library and Spectrum Business for implementation of Direct Internet Access at a monthly cost of $1,240 for the next 12 months. Seconded by Joseph, Unanimous. APPROVED

   b. **Acceptance Agreement with AIOS Group for Uninterruptible Power Supplies**

      Motion made by Joseph to give the Executive Director authority to execute the Acceptance Agreement between the Gwinnett County Public Library and MGT Impact Solutions, LLC for implementation of uninterruptible power supplies at a one-time cost of $13,436.25. Seconded by Kelly, Unanimous. APPROVED

c. **Acceptance Agreement with AIOS Group for Wireless Access Points and Ethernet Drops**

Motion made by Joseph to give the Executive Director authority to execute the Contract Agreement between the Gwinnett County Public Library and AiOS Group for implementation of wireless access points and ethernet drops at a one-time cost of $17,409. Seconded by Kelly, Unanimous. APPROVED

6. **Policy Update**

Motion made by Joseph to approve the updated Meeting and Community Rooms Policy as presented. Seconded by Lee, Unanimous. APPROVED

7. **Updated Mission Statement**

Motion made by Joseph to update the GCPL Mission Statement as presented. Seconded by Kelly, Unanimous. APPROVED

8. **Foundation Board Representative**

Motion made by Joseph to reappoint Dr. Kathy Lee as the GCPL Board of Trustees representative on the GCPL Foundation Board. Seconded by Kelly, Unanimous. APPROVED

9. **Minutes Pending Approval**

Motion made by Wu to approve the January 12, 2026 Board Meeting Minutes as presented. Seconded by Kelly, Unanimous. APPROVED

10. **Executive Session**

Motion made by Joseph for the Board to go into Executive Session for the purpose of discussion or deliberation on the Executive Director's FY 2026 compensation. Seconded by Kelly, Unanimous. APPROVED

Open meeting moved into Executive Session at 6:47 PM

11. Open Meeting Resumes

Motion made by Joseph to resume the open meeting following the Executive Session. Seconded by Kelly, Unanimous. APPROVED

Open meeting resumed at 6:57 PM.

12. FY2025 Director's Compensation Resolution

Motion made by Joseph to adopt the resolution for the Director's FY 2026 Compensation, as discussed in Executive Session. Seconded by Kelly, Unanimous. APPROVED

Motion made by Joseph to approve the bonus for the Director's FY 2025 Compensation, as discussed in Executive Session. Seconded by Kelly, Unanimous. APPROVED

Motion made by Joseph to advise the Board Chair to work with the Executive Director to create mutually agreeable metrics for determining the Director's Compensation package including bonus moving forward. Seconded by Kelly, Unanimous. APPROVED

13. Other Business

No other business was discussed.

14. Adjournment

Motion made by Lee to adjourn the March 16, 2026 Board Meeting. Seconded by Kelly, Unanimous. APPROVED

Meeting adjourned at 7:00 PM.

APPROVED 4/13/2026