

**FONTANA REGIONAL LIBRARY**  
**Meeting of Board of Trustees - Agenda**  
**March 14, 2023 4:00p.m.**  
**Hudson Library - Highlands**

Board Members Present: Margaret Carton, Dennis Cox, Debbie Tallent, Ed Trask, Wood Lovell (virtually), Cynthia Womble, Boyd Sossamon, and Ellen Snodgrass.

Board Members Absent: Stephanie Rodeck.

Staff Present: Tracy Fitzmaurice, Abby Hardison, Lynn Cody, Meredith Fortner, Carlyn Morenus.

**Agenda Items**

**I. Call to order**

After several members of the public disputed the absence of public comment the meeting was called to order at 4:05 p.m. Some members of the public could not be seated in the meeting room by order of the Fire Marshall. Law enforcement were called when some of the members of the public would not stop interrupting the meeting.

**II. Approval of minutes of January 10<sup>th</sup>, 2023 meeting**

Motion to approve the minutes of the January 10<sup>th</sup> meeting

Moved: Debbie Tallent.

Seconded: Margaret Carton.

Motion unanimously approved.

**III. Review of correspondence and communications**

Going forward public comment will be received as written correspondence via email or mail. It will need to be received by noon on the Friday before each board meeting. Because this was the first meeting without public comment going forward, correspondence will be accepted. A verbal public comment period had been allowed up until now, but after discussion with an attorney and consulting open meeting law and FRL Board bylaws it will no longer be on the agenda. The bylaws set the agenda and there is no public comment in the FRL Board of Trustee bylaws. Emails should be sent to [trustees@fontanalib.org](mailto:trustees@fontanalib.org) and written correspondence should be mailed to Fontana Regional Library, Attn. FRL Board of Trustees, 33 Fryemont St., Bryson City, NC 28713.

**IV. Report of the Regional Director**

See Attached Director's Report.

Discussion regarding the hiring of Dr. Lynn Hogue as a legal representative for the Fontana Regional Library, including confirmation that such actions were within the scope of the Director, and is advisable because the individual county attorneys represent the interests of the counties and commissioners, not the regional library system. The attorney reviewed

FRL's Collection Development Policy, bylaws of FRL and county bylaws and the Regional Agreement.

**V. Financial Reports**

a. Consultant report from Deb Lawley.

Deb Lawley turned over the regional system finances to L. Cody and M. Fortner in January. A new procedure is being put in place for signing off on documentation which provides accountability for auditors with regards to what board members approve. The new program also allows the set-up of a new system for grants that links with the regular budget. HQ staff are still working to get everything so it balances out in the transfer over to the new system. The budget modifications reflect the increase in pricing and telephones. FRL's IT manager is working to address the telephone plan issue. The budget amendments consist of that adjustment and some small personnel changes. Currently library budgets should be at 67% and are at 62% spent as of now. The surplus of \$292,000 is due to Digital Navigator grant and other reimbursements.

There was an inquiry about donations via the website; L. Cody confirmed that some have been received, but that should increase as the year progresses.

b. Approval of budget amendments FY 2022-2023

Motion to approve budget amendments.

Moved: Debbie Tallent.

Seconded: Cynthia Womble.

Motion unanimously approved.

c. Review of Form 990

The submission of this form to auditors gives the understanding of compliance with nonprofit laws.

d. Update on grants

i. LSTA Kitchen Literacy Grant

The paperwork for the disbursement of funds for the Charley Cart purchase has been filed.

ii. Digital Inclusion

Director Fitzmaurice met with Jackie Haske from the State Library regarding the digital inclusion grant and navigators. Haske was happy with the progress and L. Cody is filing for reimbursements in April. The grant allows for reimbursement for navigators and a translator, and allows for the purchase of Chromebooks, hotspots, etc. There are plans to look into a technology petting zoo for seniors.

**VI. Report of committees (if needed)**

No committee reports.

## **VII. Unfinished business**

- a. Update of Marianna Black Library building project  
There is a sewer problem with terra cotta piping at the build site which will delay the building project. The Committees and the grant writer are working on securing funding. Supporters have gone to commissioner meetings and spoken on the library's behalf.
  
- b. Update on Nantahala Community Library facility  
\*W. Lovell leaves meeting\*  
Per a March 9th, 2023 email with Jack Morgan, the site manager for the NCL renovation project, some of the line items required bids, which were being prepared at that time and would go out soon. He states that this may push out the estimated completion date. The Starlink connection is going forward for NCL and will qualify for e-rate pricing.
  
- c. Approval of funds transfer for FRL vehicle  
L. Cody has investigated vehicles to purchase from local dealerships. Used vehicle demand is so strong that it is not more cost effective than purchasing new, plus there would be concerns regarding condition and reliability.

Due to concerns about sizing of cargo area to move computer equipment and the lack of small cargo/courier vans in stock the recommendation is to look at small pickups and add a camper cover over the bed.

### **Options:**

Ford Ranger: 2023-4 door. \$41,055 at Mountain Ford

Ford Ranger - extended cab \$42,775 at Franklin Ford

Board members discussed the possibility of purchasing from dealerships elsewhere, and into the practice of local dealerships giving priority maintenance and service to vehicles purchased through them. Board members discussed the suitability of a truck and the need for transporting people versus equipment, gas mileage, and whether the vehicle should have 4-wheel drive.

Motion to approve a fund transfer of no more than \$50,000 to purchase a new vehicle and camper top.

Moved: Debbie Tallent.

Seconded: Ed Trask.

Motion unanimously approved.

## **VIII. New business**

- a. Approval of standard mileage rate increase  
Motion to approve standard rate:  
Moved: Cynthia Womble.  
Seconded: Margaret Carton.  
Amended motion to align the reimbursement rate to the IRS standard.  
Moved: Cynthia Womble.

Seconded: Margaret Carton.  
Motion unanimously approved.

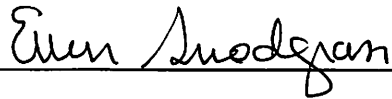
**IX. Executive Session (if needed)**  
No executive session.

**X. Adjournment**

There being no other business, the meeting was adjourned at 5:50 p.m. The next meeting is scheduled for Tuesday, May 9, 2023 at 4:00 p.m. at the Albert Carlton Cashiers Community Library, in Cashiers.

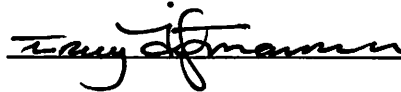
Motion to adjourn: Ed Trask.  
Seconded: Debbie Tallent.

Respectfully submitted:



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**Ellen Snodgrass, Chairperson**



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**Tracy Fitzmaurice, Regional Director**