

**FONTANA REGIONAL LIBRARY**  
**Meeting of Board of Trustees**  
**Tuesday, September 10, 2024, 4:00 pm**  
**Nantahala Community Library**

## **Attendance**

**Board Members Present:** Margaret Carton (Chair), Ellen Snodgrass, Tony Monnat, Cynthia Womble, Marsha Moxley, Kay Rowland, Lori Richards, Debbie Tallent, Boyd Sossamon.

**Others Present:** Tracy Fitzmaurice – FRL Regional Director; Lynn Cody – FRL Finance Officer; Abby Hardison – Macon County Librarian; Meredith Fortner – Finance Specialist.

## **I. Call to Order and Roll Call**

The meeting was called to order by Chair Carton at 4:00 PM, followed by a roll call.

## **II. Approval of Minutes of the July 9, 2024, Meeting**

Debbie Tallent motioned to accept the minutes of the July 9, 2024, meeting as written. The motion was seconded by Marsha Moxley and carried unanimously.

## **III. Review of Correspondence and Communications**

Chair Carton summarized the rules for public comment as voted on by the board, emphasizing the consequences of disrupting a public meeting. Four community members gave public comments covering topics such as public perception, accuracy of claims, and the political nature of library appearances. One item of public correspondence was also received.

Lori Richards made a motion to create policy to not allow banned book displays in any FRL Library. The motion was not seconded, and therefore, no vote was taken. Tracy Fitzmaurice clarified that there were no banned book displays in the region.

## **IV. Director's Report – Tracy Fitzmaurice**

A copy of the Director's report was provided.

- Marsha Moxley inquired about the function of a WAP (Wireless Access Point), which Tracy clarified as a physical piece of hardware for accessing Wi-Fi.
- Chair Carton asked for clarification on MCPL Youth Services employee Kirsten Huscussen's application to present a program at an upcoming conference.
- Tracy mentioned that the Child's Card project is nearing completion, and NC State Library is working through the authentication process.
- Marsha Moxley expressed appreciation for the Summer Reading Program and the data provided by director Fitzmaurice in her report.

## **V. Financial Reports**

### **Approval of Budget Amendments for FY 2023-2024**

Lynn Cody presented a report explaining the amendments made to balance the final 2023- 2024 budget, as well as the final result of the budget showing a surplus of around \$70,000. Cynthia Womble made a motion to approve the budget amendments, seconded by Debbie Tallent, and the motion carried unanimously.

Lynn clarified that the surplus balance (fund balance) is at 44-45%, which is customary to cover payments and liabilities for 3-6 months. Tracy asked Lynn to explain compensated absences.

Lynn explained that compensated absences is a dollar amount that is held to cover the liability of employees' leave time should it need to be paid out or used. This balance is held in the fund balance to ensure that this time could be paid to the employees if needed.

### **Approval of Budget Amendments for FY 2024-2025**

Lynn Cody presented the amendments for the current fiscal year's budget, which included:

- \$150,000 allocated for salaries, benefits, and expenses incurred by a grant.
- \$25,000 carried over to cover the purchase of a new vehicle.

Cynthia Womble motioned to approve the budget amendments as presented, seconded by Marsha Moxley. The motion carried unanimously.

### **Update on the MBL Digital Inclusion Grant**

Tracy provided an update on the MBL Digital Inclusion Grant, noting that MBL is the only location awarded this grant so far. Classes are being held for the elderly and the Hispanic community, with Karen Sword staying on to support the Digital Inclusion Champions grant which will begin at a later date.

### **Mobile Kitchen**

The Mobile Kitchen was received at Macon County Public Library and rolled out at the 80th-anniversary event. A final report will be provided at the fiscal year wrap-up.

## **VI. Report of Committees**

No committees met.

## **VII. Unfinished Business**

### **Update on Marianna Black Library (MBL) Building Project**

Ellen Snodgrass updated the board on the history and progress of the MBL project, mentioning the added services that would be provided after the renovation and expansion. The RFQs (Request for Qualifications) are due on September 16, and the bidding is expected to start around October 1. The project will be completed in two phases to keep the library open. The current budget is \$6.5 million, with \$6 million secured. The project has received significant local

donations, and naming opportunities will be announced soon. Cynthia Womble highlighted the improvements for ADA compliance.

### **Update on Nantahala Community Library Facility**

The 80th celebration event was a success, and patron usage has increased. New furniture is expected to arrive by late October or early November. It was also noted that Community patronage has increased since the opening.

## **VIII. New Business**

### **FRL Regional Agreement Update**

Chair Carton provided an update on the Regional Agreement, noting that a comprehensive reconciliation of edits was forwarded to county managers. A meeting between the three counties and FRL representatives was held to finalize a draft of the Regional Agreement. Both Swain and Jackson Counties approved the agreement in final draft form.

Ellen Snodgrass made a motion to approve the drafted version of the Regional agreement passed by Jackson and Swain Counties. Lori Richards seconded the motion, and Cynthia Womble requested clarification on the status of the agreement with Macon County. Chair Carton clarified that Macon County had not yet approved the agreement and that FRL would be operating under the current agreement until Macon County approved the new agreement. After no further discussion, the motion carries.

### **FRL Bylaws Draft Amendment**

Chair Carton introduced the draft amendment to the FRL bylaws for discussion, indicating that the board could vote on the proposed amendment changes in November. Tracy reviewed the necessary changes to the bylaws if the agreement is altered. Director Fitzmaurice provided the board with a proposed draft with changes to the bylaws.

Chair Carton clarified that these changes would need to be voted on by the board after Macon County approves the agreement and the new regional agreement goes into effect. These changes would only bring the bylaws up to match the wording of the new agreement.

### **Request for Reconsideration**

The Regional Library Board was asked to review the county librarian's decision regarding the request for reconsideration of the book *Pip*. The book had been circulated among the board members that requested to review the item.

Chair Carton asked for clarification on the motion that needed to be made. Tracy Fitzmaurice explained the reconsideration process, noting that the board would either need to uphold the decision of the county librarian and Regional Director or overturn their determination that the book falls within the collection development policy. Cynthia Womble made a motion to support the decision. Debbie Tallent seconded the motion.

Lori Richards requested clarification on how this specific book was added to the collection. Tracy provided an overview of the book selection process. After further discussion, Lori

Richards requested to amend the motion to move the book from the juvenile section to the adult section. Chair Carton clarified that, since there was already a motion and a second on the floor, the current motion would need to be voted on first, as the proposed amendment was a separate issue. Further discussion ensued regarding the child safety policy, parental supervision, and the process for reconsideration of materials.

The vote was taken, and the motion carried with one dissenting vote.

## **IX. Other Business**

All FRL Libraries will be closed on Veterans Day in 2025. The Marianna Black Library Community Room will also not be available due to the renovation and expansion project.

Cynthia Womble suggested moving the meeting date for ease of attendance. A preliminary booking will be made for November 12, 2025, at 4:00 PM with the location to be decided.

### **Executive Session**

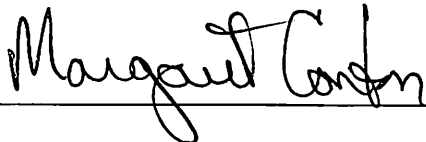
No executive session was held.

## **X. Adjournment**

Chair Carton called for a motion to adjourn. Cynthia Womble motioned to adjourn, seconded by Debbie Tallent, and the motion carried unanimously. The meeting was adjourned at 5:46 PM.


The next FRL Board of Trustees meeting is scheduled for Tuesday, November 12, 2024, at 4:00 PM at the Marianna Black Library in Bryson City, NC

*Minutes Prepared by Meredith Fortner, Finance Specialist*



Margaret Carton, Chair

Date: 11/22/2024



Tracy Fitzmaurice, Director

Date: 11/12/2024