

FONTANA REGIONAL LIBRARY
Meeting of Board of Trustees
Tuesday, November 12, 2024, 4:00 pm
Marianna Black Library, Bryson City

Attendance

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

Board Members Absent: Kay Rowland.

Others Present: Tracy Fitzmaurice – FRL Regional Director; Lynn Cody – FRL Finance Officer; Jeff Delfield- MBL Librarian; Meredith Fortner – Finance Specialist.

I. Call to Order and Roll Call

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

II. Approval of Minutes of the September 10, Meeting

Debbie Tallent motioned to accept the minutes of the September 10th, 2024, meeting as written. The motion was seconded by Boyd Sossamon and carried unanimously.

III. New Business:

A. Presentation of the 2023-2024 Auditors Report

Director Fitzmaurice read a statement from the Senior Auditor Report. Due to office damage, the Senior Auditor could not attend. The board had previously reviewed the draft Auditor's Report for submission to the state by the November 25 deadline. Vice Chair Womble called for a motion on accepting the Auditors Report.

B. Acceptance of the 2023-2024 Auditors Report

Ellen Snodgrass made a motion to accept the Auditor's report as drafted, Debbie Tallent seconded with no discussion, unanimously carried.

IV. Correspondence/ Public Comment

As of the deadline, there was no public correspondence, and no one signed up to speak for public comment.

V. Director's Report

The Director highlighted key updates, including:

- Acquisition of 40 laptops and 50 jetpacks for digital inclusion initiatives.
- Ongoing success of health and wellness programs.
- Planning for educational events such as solo cooking workshops and crafting sessions.

Director Fitzmaurice did advise that she had looked into the idea of purchasing a trailer to put the Charlie Cart however this was a liability concern and found it would be a better option for those libraries to write grants for their own Charlie Carts if they choose to.

VI. Financial Reports

Approval of Budget Amendments #3

Finance Officer Cody presented amendment totaling \$34,988, Tony Monnat made a motion to approve, seconded by Boyd Sossamon, after no questions or discussion the board unanimously approved the amendment.

Grant Updates: \$150,000 allocated for digital inclusion and reimbursement for equipment purchases were noted. Updates were provided on timelines and fund usage.

VII. Committee Reports

No committees reported during this meeting.

VIII. Unfinished Business

Marianna Black Library Renovation:

- A. Bid packages (pre-qualified by RFQs) were due by November 12, 2024.
- B. Bid opening is scheduled for December 17, 2024, followed by contract approval at the following Commissioners' meeting.
- C. Updates on the construction plan and phasing were discussed.

Nantahala Community Library Facility:

- New furniture installation was completed in October.
- Ongoing issues with electronic door functionality are being addressed.

IX. New business

- A. FRL Board Meeting Schedule: Debbie Tallent made the motion to approve the 2025 meeting schedule as written. The motion was seconded by Lori Richards and unanimously approved. Locations for future meetings may be amended as necessary.
- B. Holiday Closing Schedule: The 2025 holiday schedule was presented for information only.
- C. Circulation Policy Revision: A draft policy was reviewed, highlighting changes such as auto-renewals and the introduction of a restricted child’s card. Further discussion and voting are planned for January.
- D. Board discussed some pros and cons of going fine free for juvenile cards.
- E. Board discussed the *StudentAccess* initiative that is mentioned in the Circulation Policy.

X. Other Business

Regional Agreement: An update was provided on the Regional Agreement, which is under review by Macon County. The outcome will be shared at the next meeting.

XI. Adjournment

Ellen Snodgrass motioned to adjourn the meeting, seconded by Lori Richards. The motion carried unanimously, and the meeting was adjourned at 5:46 PM.

The next FRL Board of Trustees meeting is scheduled for Tuesday, January 14, 2025, at 4:00 PM at the Jackson County Public Library in Sylva, NC.

Cynthia Womble, Acting Chair

Cynthia Womble

Date: 1/16/25

Tracy Fitzmaurice, Director

Tracy Fitzmaurice

Date: 1/16/25