

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM  
BOARD OF TRUSTEES

Meeting Minutes – August 31, 2020

**TIME AND PLACE:** Monday, August 31, 2020, 2:00 p.m., Pascagoula Public Library Meeting Room

**PRESIDING:** Carol Lewis-Jones

**MEMBERS PRESENT:** George Sholl, Susan Agnelly, Cheryl Frederic, Evelyn Read, Nancy Jo Maples, Joanne Anderson

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Lori Barnes, Director; Stacie Zorn, Board Attorney (via telephone); Aaron Taylor, Administrative Assistant; Alisa St. Amant, Assistant Director- Technical Services; Janet Beatty, Business Manager.

**Board Meeting Minutes:** Minutes from the June 22, July 27, and August 11, 2020 Jackson-George Regional Library Board Meetings

**MOTION:** Read                      **SECOND:** Frederic  
"To approve the minutes from the June 22, July 27, and August 11, 2020 JGRLS Board Meetings."  
**VOTING AYE:** Lewis-Jones, Sholl, Frederic, Agnelly, Read, Anderson  
**VOTING NAY:** None

**Correspondence:** A letter from Lori Barnes, Director, to Shea Dobson, Ocean Springs Mayor, dated August 10, 2020 requesting level funding from the city of Ocean Springs. Letters were also sent to the George County Board of Supervisors and the municipalities of Gautier, Moss Point, and Pascagoula.

An e-mail from Renee Hague to Marsha Greer, Singing River Genealogy and Local History Branch Manager, dated August 18, 2020.

**FINANCES:** Voided Check

**MOTION:** Agnelly                      **SECOND:** Read  
"To void check #30394, dated June 22, 2020, in the amount of \$381.90."

**VOTING AYE:** Lewis-Jones, Sholl, Frederic, Agnelly, Read, Anderson

**VOTING NAY:** None

**Docket of Claims (copy on file)** -This report was previously distributed to members. Janet Beatty, Business Manager, submitted an addendum in the amount of \$44,329.43 and a second addendum in the amount of \$26,778.59 changing the total of the July 2020 Docket of Claims to \$108,650.69.

**MOTION:** Frederic

**SECOND:** Anderson

“To approve the August 2020 Docket of Claims in the amount of \$38,112.67 and an addendum in the amount of \$44,329.43 and a second addendum in the amount of \$26,778.59, totaling \$106,790.00.”

**VOTING AYE:** Lewis-Jones, Sholl, Frederic, Agnelly, Read, Anderson

**VOTING NAY:** None

**-Nancy Jo Maples arrived at 2:07 p.m.**

**Amendment to the Agenda:**

**MOTION:** Sholl

**SECOND:** Frederic

“To have the Personnel Report to follow the Executive Order.”

**VOTING AYE:** Maples, Lewis-Jones, Sholl, Frederic, Agnelly, Read, Anderson

**VOTING NAY:** None

**CONSENT AGENDA:**

All matters listed under Item 7, Consent Agenda (copies on file), are considered by the Board to be routine and will be enacted in one motion. If discussion is desired, that item will be removed from the Consent Agenda and considered separately. They include the following:

- Assistant Director Report
- Collection Management Services Report
- Facilities Management Report
- Financial Reports
- Fines Report
- ILL (Interlibrary Loan) Report
- Law Library Report
- Public Relations Report
- Purchasing Agent Report
- Statistical Report
- Technology Services Report
- Training and Staff Development Report
- Website Statistics Report
- Youth Services Report

**MOTION:** Agnelly                    **SECOND:** Anderson  
"To approve the August 2020 Consent Agenda as previously sent to members.  
**VOTING AYE:** Lewis-Jones, Sholl, Frederic, Agnelly, Read, Maples, Anderson  
**VOTING NAY:** None

- George Sholl recommended that the Board be given a demonstration at the September Board Meeting on how 3-D printers work and how the public would use them.

**DIRECTOR'S REPORT:** Lori Barnes, Director, discussed and answered Board questions on her report and items submitted under the Director's Report.

### **Training Reports**

- o Stress Free Organization Strategies (Collier)
- o The Hopeful Workplace (Collier)
- o How to Legally Terminate People with Attitude Problems (Boulton)
- o Employment Law (Boulton)
- o Library Love Book Fest (Damiano)
- o Creating Simple Formulas Using Excel (Evans)
- o Shout and Share Showdown (Damiano)
- o Digital Media Labs & Makerspaces (McCartney)
- o Metadata Training (Brown)
- o Collection Development Basics (Evans)
- o Staying in Genre Shape (Evans)
- o MS User Group Conference (Woods)
- o Microsoft Word 2013 (Collier)
- o America's News (Morgan, Morris, Creel, Burgan, Lowery, Stevenson, Wager, Murphy)
- o Newsbank Training (Rushing, McWilliams, Thompson, Evans)
- o Virtual Storytime (Stevenson)
- o Microsoft Excel (Thompson)
- o Word and Excel (Evans)

### **Meeting Reports/Minutes**

- o July 2020 Managers' Meeting Minutes

### **Miscellaneous Reports and Items**

- o Copies of Newspaper articles and PR Fliers (Bridges)

**MOTION:** Agnelly                    **SECOND:** Anderson

“To approve the August 2020 Director’s Report as previously distributed to members.”

**VOTING AYE:** Lewis-Jones, Sholl, Frederic, Agnelly, Read, Maples, Anderson

**VOTING NAY:** None

**OLD BUSINESS:**

**Level III COVID Re-opening Procedures- Discussion**

**MOTION:** Frederic                      **SECOND:** Agnelly

“To allow patrons to make in-person appointments with their branch, effective on Wednesday, September 2, 2020. Patrons will be allowed to make a reservation for up to two hours. The number of patrons in each branch at one time is contingent upon state-mandated numbers allowed in the facilities. This is a trial basis and will be reviewed/modified at the next Board Meeting.

**VOTING AYE:** Lewis-Jones, Sholl, Frederic, Agnelly, Read, Maples, Anderson

**VOTING NAY:** None

**-Stacie Zorn arrived in-person at 2:50 p.m.**

**City of Pascagoula/ Gas Bill (copy on file)**

**MOTION:** Maples                      **SECOND:** Agnelly

“To have Janet Beatty, Business Manager, negotiate with Centerpoint Energy to a lower amount with regards to Pascagoula’s gas bill, and to pay past due bills and all incurring expenses going forward.

**VOTING AYE:** Lewis-Jones, Sholl, Agnelly, Read, Maples, Anderson

**VOTING NAY:** None

**VOTE ABSTAINED:** Frederic

**Executive Session:**

**MOTION:** Read

“To move into Closed Session to determine if Executive Session is needed.”

**Closed Session begins at 2:51 p.m.**

**The need for Executive Session is proved.**

**MOTION:** Frederic                      **SECOND:** Maples

“To move into Executive Session.”

**VOTING AYE:** Sholl, Lewis-Jones, Frederic, Maples, Agnelly, Read, Anderson  
**VOTING NAY:** None

**Executive Session begins at 2:52 p.m.**

**MOTION:** Maples                   **SECOND:** Read  
"To move to exit Executive Session."  
**VOTING AYE:** Sholl, Lewis-Jones, Frederic, Maples, Read, Agnelly, Anderson  
**VOTING NAY:** None

**Return to Open Session at 5:00 p.m.**

**MOTION:** Frederic                   **SECOND:** Read  
"To act on personnel related issues as discussed in Executive Session."  
**VOTING AYE:** Sholl, Lewis-Jones, Frederic, Maples, Agnelly, Read, Anderson  
**VOTING NAY:** None

**PERSONNEL REPORT:     August Personnel Report**

**MOTION:** Sholl                   **SECOND:** Read  
"To approve the August 2020 Personnel Report, as presented by Aaron Taylor, Administrative Assistant III, with the following corrections: The created position, Human Resources/ Reports & Data Coordinator be dissolved; and the reclassified position of Assistant Director-Branch Services/ Human Resources to be re-established immediately by the Library Director."  
**VOTING AYE:** Lewis-Jones, Sholl, Frederic, Agnelly, Read, Maples, Anderson  
**VOTING NAY:** None

**NEW BUSINESS:         Appointment of Committee to Nominate Board Officers**

**-Carol Lewis Jones appointed Nancy Jo Maples and Cheryl Frederic to nominate Board Officers for FY21.**

**Appointment of Committee for Director Evaluation**

**-Carol Lewis-Jones appointed Joanne Anderson, Evelyn Read, and George Sholl to serve on the committee for the Director's evaluation.**

**Board of Trustees Community Outreach Committee**

**-Carol Lewis-Jones nominated Susan Agnelly to serve on the Board of Trustees Community Outreach Committee. The goal of the committee is for the Board of Trustees to become more involved in community outreach and promoting the library system. George Sholl recommended that pamphlets/fliers be distributed.**


**Board Members Resignation**

**-Carol Lewis-Jones suggested that any members on the JGRS Board of Trustees give a 30 day notice to the Jackson County Board of Supervisors of their impending resignation. This is in accordance with the JGRS Board of Trustees By-laws.**

**ANNOUNCEMENTS:** The next meeting will be 2:00 p.m. Monday, September 28, 2020, at the Pascagoula Public Library Meeting Room.

**ADJOURNMENT:** **MOTION:** Sholl  
"That the meeting be adjourned."

**Meeting adjourned at 5:13 p.m.**

APPROVED:  CHAIR  
ADOPTED: 10/16/2020 DATE

Minutes recorded by Aaron Taylor, Board Secretary