

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES

Meeting Minutes – June 28, 2021

TIME AND PLACE: Monday, June 28, 2021, 2:00 p.m., Pascagoula Public Library Meeting Room

PRESIDING: Evelyn Read

MEMBERS PRESENT: George Sholl, Belinda Dammen, Betty Ryals

MEMBERS ABSENT: Carol Lewis-Jones, Susan Agnelly, Nancy Jo Maples

OTHERS PRESENT: Alisa St. Amant, Interim Director; Stacie Zorn, Board Attorney; Aaron Taylor, Administrative Assistant; Harvey, Business Manager; Darlene Broadus, Human Resources Manager; Colton McMillan, Technologies Manager; Letha Boulton, Assistant Director/ Branch Services.

Board Meeting Minutes: Minutes from the May 2021 Jackson-George Regional Library Board Meeting

MOTION: Sholl **SECOND:** Ryals
"To approve the minutes from the May 2021 JGRLS Board Meeting."
VOTING AYE: Sholl, Dammen, Ryals, Read
VOTING NAY: None

Correspondence: Copies of annual renewal contract letters from Alisa St. Amant, Interim Director, to the Mayors of Gautier, Lucedale, Moss Point, Ocean Springs, and Pascagoula and the Presidents of the Jackson and George County Board of Supervisors, dated May 28, 2021.

A copy of a letter from Alisa St. Amant, Interim Director, to Edward Wehr, dated June 7, 2021, permanently banning him from all JGRLS facilities

-George Sholl stated that he would like for Alisa and Tom to look into the status of each branch's alarm system and to figure out why the system failed at Vancleave during their recent break-in.

FINANCES: Budget Discussion and Approval

MOTION: Sholl

SECOND: Dammen

“To approve the estimated budget to be presented to the County Supervisors within \$100,000 of the estimated revenue (\$4.476 million) for FY 2021-22, as presented by Kim Harvey, Business Manager.”

VOTING AYE: Sholl, Dammen, Ryals, Read

VOTING NAY: None

Docket of Claims (copy on file) -This report was previously distributed to members. Kim Harvey, Business Manager, submitted an addendum in the amount of \$43,079.53 changing the total of the June 2021 Docket of Claims to \$77,942.24.

MOTION: Ryals

SECOND: Sholl

“To approve the June 2021 Docket of Claims in the amount of \$34,859.71 and an addendum in the amount of \$43,079.53 totaling \$77,942.24.”

VOTING AYE: Sholl, Dammen, Ryals, Read

VOTING NAY: None

-Kim Harvey left at 2:13 p.m.

PERSONNEL REPORT:

June Personnel Report

MOTION: Sholl

SECOND: Ryals

“To approve the June 2021 Personnel Report as presented by Darlene Broadus, Human Resources Manager.”

VOTING AYE: Sholl, Dammen, Ryals, Read

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: Ryals

SECOND: Dammen

“To approve the June 2021 Consent Agenda as previously sent to members.

VOTING AYE: Sholl, Dammen, Ryals, Read

VOTING NAY: None

-George Sholl stated that future Consent Agendas submitted before the Board should contain future plans in some of the reports.

DIRECTOR’S REPORT: Alisa St. Amant, Interim Director, discussed and answered Board questions on her report and items submitted under the Director’s Report.

Training Reports

- Ancestry.com (Vaughan)
- Universal Class (Vaughan)
- Learning Express College Test Prep (Vaughan)
- BCA Introduction for Reporters (Damiano)
- Facebook Live iPad Training (Burgan, Creel, Lowery, Morgan, Vaughan)
- Learning Express School Center (Vaughan)
- Cloud Storage and Sharing (Barton)
- 3-D Printer Training (Barton)
- Tornado Awareness (Broadus)
- Magnolia Databases (Vaughan)
- Hurricane Preparedness (Damiano, Hinkel, Morgan, Murphy L, Stewart, Thompson, Woods)
- Economic Power of Libraries (Bridges)
- Email Writing and Etiquette (Hickman)
- Microsoft Publisher (Burgan, Lowery, Morgan)

Miscellaneous Reports and Items

- Copies of Newspaper articles and PR Fliers (Bridges)

MOTION: Ryals

SECOND: Sholl

“To approve the June 2021 Director’s Report as previously distributed to members.”

VOTING AYE: Sholl, Dammen, Ryals, Read

VOTING NAY: None

-Darlene Broadus arrived at 2:54 p.m.

OLD BUSINESS:

JGRLS Re-opening Status- Employee Advocate/Masks- Darlene Broadus

Darlene Broadus provided an update to the Board on vaccination rates for employees throughout the system. The rate has remained nearly the same as last month. Darlene explained that many employees in the system are adamant about not receiving the vaccination and that morale is down for those who are still required to wear a mask while working. The Board will consider revising the vaccination policy at next month's Board Meeting.

As a way to increase patronage the Board would like for measures to be taken which welcome our patrons to use the meeting rooms and for volunteerism to return. Advertising for "Books by Mail" will be removed. Effective immediately, enrollment into the "Books by Mail" program will cease, and patrons already enrolled will be able to use the service until Thursday, September 30th. All branches will return to normal pre-Covid hours effective Thursday, July 1st.

-Darlene Broadus left at 3:27 p.m.

Pascagoula Renovation Plan

Handouts which outline hypothetical operating plans for Pascagoula's upcoming closure and renovation were provided to the Board. George Sholl expressed that while the plans and steps being taken by administration in anticipation of the renovation are good, there may need to be a hold on taking any further action until the county supervisors have presented their own plan and timeline.

NEW BUSINESS:

C-Spire Contract

Colton McMillan discussed the VOIP C-Spire Contract and the \$460 increase. The \$460 charge includes our SIP connection for our VOIP System to work with our new internet.

St. Martin Closure

MOTION: Sholl

SECOND: Dammen

"To allow the St. Martin Public Library to close to the public on July 6-7th in order for shelves to be re-arranged due to renovations."

VOTING AYE: Sholl, Dammen, Ryals, Read

VOTING NAY: None

Juneteenth (June 19th)

Alisa St. Amant requested feedback from the Board on whether JGRLS should recognize Juneteenth in the future by closing the branches. The Board expressed that they would like to see how the State decides to recognize the holiday before making a decision.

Libraries- Security Systems

Due to the recent break-in at the Vancleave Public Library, the Board would like to have a re-assessment of all security systems throughout JGRLS. The Board discussed the possibility of improving our camera systems at some branches.

EXECUTIVE SESSION:

Executive Session

MOTION: Sholl **SECOND:** Ryals
"To go into Closed Session to determine if Executive Session is needed."
VOTING AYE: Dammen, Sholl, Ryals, Read
VOTING NAY: None

The need for Executive Session is proved.

Alisa St. Amant, Aaron Taylor, Letha Boulton, and Colton McMillan left at 4:46 p.m.

MOTION: Sholl **SECOND:** Ryals
"To move into Executive Session."
VOTING AYE: Dammen, Sholl, Ryals, Read
VOTING NAY: None

Executive Session begins at 4:47 p.m.

MOTION: Sholl **SECOND:** Read
"To move out of Executive Session."
VOTING AYE: Dammen, Sholl, Ryals, Read
VOTING NAY: None

-Return to open session at 4:50 p.m.
-Alisa St. Amant and Aaron Taylor returned at 4:50 p.m.

MOTION: Sholl **SECOND:** Ryals

"To authorize Board Attorney to proceed as recommended regarding litigation."

VOTING AYE: Dammen, Sholl, Ryals, Read

VOTING NAY: None

ANNOUNCEMENTS: The next regularly scheduled meeting will be 2:00 p.m. Monday, July 26, 2021, Pascagoula Public Library Meeting Room.

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

Meeting adjourned at 4:54 p.m.

APPROVED:  ADOPTED: 7/26/2021
Chair Date

Minutes recorded by Aaron Taylor, Board Secretary