

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES

Meeting Minutes – May 26, 2020

TIME AND PLACE: Monday, May 26, 2020, 2:00 p.m., Pascagoula Public Library Meeting Room

PRESIDING: Carol Lewis-Jones

MEMBERS PRESENT: George Sholl, Cheryl Frederic, Nancy Jo Maples, Penny Groves

MEMBERS ABSENT: Joanne Anderson, Evelyn Read

OTHERS PRESENT: Lori Barnes, Director; Stacie Zorn, Board Attorney; Janet Beatty, Business Manager; Aaron Taylor, Administrative Assistant; Julia Johnson, CPA, Senior Auditor of Wolfe, McDuff, & Oppie, P.A.

Board Meeting Minutes: Minutes from the January 27, February 24, March 16, April 17, April 21, and April 27, 2020 Jackson-George Regional Library Board Meetings

-Tabled until the June 2020 meeting

Correspondence: Copies of letters from Lori Barnes, Director, to Susan Alexander, Jacob Havard, Lydia Dahlke, Leah Rodgers, Chris Thompson, Jackie Thornburg, and Kevin Meador, dated May 7, 2020 and May 8, 2020, thanking them for presenting virtual programs to our patrons during the Coronavirus pandemic.

FINANCES: Presentation of the FY2019 Audit Report

MOTION: Sholl **SECOND:** Frederic
"To accept the FY2019 Audit Report, as presented by Julia Johnson, CPA, Senior Auditor of Wolfe, McDuff, & Oppie, P.A."
VOTING AYE: Lewis-Jones, Sholl, Maples, Frederic, Groves
VOTING NAY: None

-Julia Johnson left at 2:13 p.m.

Docket of Claims (copy on file) -This report was previously distributed to members. Janet Beatty, Business Manager, submitted an addendum in the amount of \$26,004.25 changing the total of the May 2020 Docket of Claims to \$56,990.82.

MOTION: Groves **SECOND:** Frederic
"To approve the May 2020 Docket of Claims in the amount of \$30,986.57 and an addendum in the amount of \$26,004.25 totaling \$26,990.82."
VOTING AYE: Lewis-Jones, Sholl, Maples, Frederic, Groves
VOTING NAY: None

Budget Amendments

MOTION: Sholl **SECOND:** Frederic
"To approve the FY2020 Budget Amendments, as presented by Janet Beatty, Business Manager."
VOTING AYE: Lewis-Jones, Sholl, Maples, Frederic, Groves
VOTING NAY: None

Appointment of Budget Committee

Lori Barnes, Director, and Janet Beatty, Business Manager, request that the Board Chairman, Carol Lewis-Jones, appoint the Budget Committee for the FY2021 budget.

-Carol Lewis-Jones appointed George Sholl, Nancy Jo Maples, and Joanne Anderson to the Budget Committee.

-Janet Beatty left at 2:50 p.m.

PERSONNEL REPORT: **May Personnel Report**

MOTION: Frederic **SECOND:** Groves
"To approve the May 2020 Personnel Report, as presented by Pam Armstrong, Assistant Director Branch Services."
VOTING AYE: Lewis-Jones, Sholl, Maples, Frederic, Groves
VOTING NAY: None

CONSENT AGENDA: All matters listed under Item 6, 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

-Cheryl Frederic made the request that all TORs (Training Opportunity Reports) be submitted by employees with the most revised version available in ALPHA.

MOTION: Sholl

SECOND: Maples

“To approve the May 2020 Consent Agenda as previously sent to members.

VOTING AYE: Lewis-Jones, Sholl, Maples, Frederic, Groves

VOTING NAY: None

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

Training Reports

- Interpersonal Communication (Morgan)
- Sanitation Training (Brown, McQueen, Babilon, Stewart, Seymour, Chandler R, Couch, Chandler P, Daves, Crawley, Tannehill, Hill, Guice, Lee, Hanlin, Henderson, Gennaro, Jones, Beatty, Morris, Burgan, Creel, Morgan, Lowery, Armstrong, Taylor, Boulton L, Collier, Murphy M, Stevenson, Thompson S, Rupp, Damiano, Jones, McMillan, St Amant, Miller, Evans, Woods, Hinkel, Mundell, Martin, Galle, Barton, Thompson K, Schulze, Bartholomew, McCartney, Freeman, Parton, Allen, Downey, Boulton J, McLelland, Gennaro W, Murphy E, Colston)
- Facebook Live Training (Brown)
- Virtual Programming (Barton, Guice, Hill)
- Successfully Transitioning to Remote Work (Thompson)
- Alzheimers (Thompson)

Meeting Reports/Minutes

- April 2020 Managers’ Meeting Minutes (no meeting in April)

Miscellaneous Reports and Items

- Copies of Newspaper articles and PR Fliers (Bridges)

