

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES

Meeting Minutes – November 22, 2021

TIME AND PLACE: Monday, November 22, 2021, 2:00 p.m., Pascagoula Public Library Meeting Room

PRESIDING: Carol Lewis-Jones

MEMBERS PRESENT: George Sholl, Belinda Dammen, Betty Ryals, Evelyn Read

MEMBERS ABSENT: None

OTHERS PRESENT: Angie Stewart, Director; April McDonald Andrews/Stacie Zorn, Board Attorneys; Kim Harvey, Business Manager; Aaron Taylor, Administrative Assistant to the Director.

Welcome Guests: Tamyron Garlich

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

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

Correspondence: A copy of a letter from Carol Lewis-Jones, JGRLS Board Chair, to Troy Ross, Jackson County Supervisor (District 4), dated November 3, 2021.

A copy of a letter from Carol Lewis-Jones, JGRLS Board Chair, to Henry Cochran, President of the George County Board of Supervisors, dated November 3, 2021.

A copy of a certificate of appreciation from PASS, to the Jackson-George Regional Library System.

FINANCES: Docket of Claims (copy on file) -This report was previously distributed to members. Kim Harvey, Business Manager, submitted an addendum in the amount of \$22,363.95 changing the total of the November 2021 Docket of Claims to \$88,037.88.

MOTION: Dammen **SECOND:** Sholl

“To approve the November 2021 Docket of Claims in the amount of \$65,673.93 and an addendum in the amount of \$22,363.95 totaling \$88,037.88.”

VOTING AYE: Lewis-Jones, Dammen, Ryals, Read, Sholl

VOTING NAY: None

-Kim Harvey left at 2:06 p.m.

PERSONNEL REPORT:

November Personnel Report

MOTION: Read **SECOND:** Ryals

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

VOTING AYE: Lewis-Jones, Dammen, Ryals, Read, Sholl

VOTING NAY: None

MONTHLY REPORTS:

All matters listed under Item 7, Monthly Reports (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 Monthly Reports 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 November 2021 Monthly Reports as previously sent to members.

VOTING AYE: Lewis-Jones, Dammen, Ryals, Read, Sholl

VOTING NAY: None

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

Training Reports

- Active Shooter (Havard, Murray)
- Alchemizing HR (Thompson)
- America's News (Murray)
- Book Repair (Strength)
- Coping with Workplace Stress (Damiano, Murphy)
- Employment Law (Parton, Rumfelt)
- Essentials of Employee Onboarding (Fayard)
- Extreme Customer Service (Murray)
- Harassment Training (Barton, Damiano, Harvey, Mundell, Rushing, Stewart, Stringfield, Thompson)
- Hoopla (Murray)
- How to Train Your Library Community in Libby (Fayard)
- Ingram and Midwest Ordering (Barton, Broadus, Henderson, Morgan, Rushing)
- Learning Express Resources (Murray)
- Libby (Murray)
- Library-Con Live (Broadus)
- Making Contact Groups in Email (Barton, Broadus, Burgan, Creel, Lowery, Morgan)
- Niche Academy (Fayard)
- Novelist (Murray)
- Pandemic Safety Training (Havard, Murray)
- PIC Duties (O'Brien)
- Reading Advisory Services (Murray)
- Safety Training (Havard, Holifield, Murray, Rushing, Strength)
- Senior Care Calls (Fayard)
- Strategies for Effective Library Communication (Beaugez, Stevenson)
- The Reference Interview (Murray)
- Transparent Languages (Murray)
- Universal Class (Murray)

Miscellaneous Reports and Items

- Copies of Newspaper articles and PR Fliers/Marketing Information (Bridges)

MOTION: Read

SECOND: Ryals

"To approve the November 2021 Director's Report as previously distributed to members."

VOTING AYE: Lewis-Jones, Sholl, Dammen, Ryals, Read

VOTING NAY: None

OLD BUSINESS:

Strategic Plan Status

The Board requested that corrections be made to the submitted JGRS Strategic Plan. Among the corrections to be made are having the Facilities section rewritten and providing a mission statement.

New ILS

The Board requested that a RFP be submitted in advance of selecting a new ILS system. The contract with the current ILS (Sirsi-Dynix) is set to expire on September 26, 2022.

-Stacie Zorn arrived at 2:36 p.m.

-April McDonald Andrews left at 2:36 p.m.

NEW BUSINESS:

December Board Meeting Date

The date for the December JGRS Board meeting will be held on Tuesday, December 14th, at 2:00 p.m. at the Pascagoula Public Library Meeting Room.

EXECUTIVE SESSION:

Executive Session

MOTION: Read

SECOND: Sholl

"To go into Closed Session to determine if Executive Session is needed."

VOTING AYE: Dammen, Sholl, Lewis-Jones, Ryals, Read

VOTING NAY: None

The need for Executive Session is proved.

Angie Stewart and Aaron Taylor left at 2:40 p.m.

MOTION: Read

SECOND: Sholl

"To move into Executive Session."

VOTING AYE: Dammen, Sholl, Lewis-Jones, Read, Ryals

VOTING NAY: None

Executive Session begins at 2:41 p.m.

MOTION: Read

SECOND: Sholl

"To move out of Executive Session."

VOTING AYE: Dammen, Sholl, Lewis-Jones, Read, Ryals

VOTING NAY: None

-Return to open session at 3:41 p.m.

-Angie Stewart and Aaron Taylor returned at 3:41 p.m.

