

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES

Meeting Minutes – October 28, 2019

TIME AND PLACE: Monday, October 28, 2019, 2:00 p.m., Pascagoula Public Library Meeting Room

PRESIDING: Carol Lewis-Jones

MEMBERS PRESENT: Nancy Jo Maples, George Sholl, Cheryl Frederic, Evelyn Read

MEMBERS ABSENT: Joanne Anderson, Penny Groves

OTHERS PRESENT: Lori Barnes, Director; Stacie Zorn, Board Attorney; Janet Beatty, Business Manager; Aaron Taylor, Administrative Assistant; Pam Armstrong, Assistant Director, Branch Services; Angie Stewart, Pascagoula Branch Manager; Letha Boulton, Moss Point Branch Manager; Bethany Carlisle, Youth Services Coordinator.

Employee of the Month: Lori Barnes introduced the Employee of the Month for October, Pam Armstrong, Assistant Director, Branch Services.

Pam Armstrong left at 2:09 p.m.

Board Meeting Minutes: Minutes from the September 23, 2019 Jackson-George Regional Library Board Meeting

MOTION: Read **SECOND:** Sholl
"To approve the minutes from the September 23, 2019 Jackson-George Regional Library Board Meeting."
VOTING AYE: Lewis-Jones, Sholl, Frederic, Read
VOTING NAY: None
VOTE ABSTAINED: Maples

CORRESPONDENCE: A copy of a letter from Randy Bosarge, Jackson County Supervisor, District Five, to Joanne Anderson, JGRLS Board of Trustees, reappointing her to a 5-year term expiring on October 15, 2024.

FINANCES: Voided Check – Janet Beatty, Business Manager, requested that the Board approve voiding check #0037251 to Monique Stevenson, dated August 26, 2019 in the amount of \$3.13.

MOTION: Sholl

SECOND: Frederic

"To approve voiding check number 0037251 to Monique Stevenson, dated August 26, 2019 in the amount of \$3.13."

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

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 \$30,676.71 changing the total of the October Docket of Claims to \$85,325.17.

MOTION: Frederic

SECOND: Maples

"To approve the October Docket of Claims in the amount of \$54,648.46 and an addendum in the amount of \$30,676.71 totaling \$85,325.17."

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

VOTING NAY: None

Travel Request

MOTION: Maples

SECOND: Frederic

"To approve the Marsha Greer, SRGLH Branch Manager, to travel to Perkinston, MS to meet with Charles Sullivan, MGCCC Archivist."

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

VOTING NAY: None

Janet Beatty left at 2:15 p.m.

Friends of the Library- MOU Discussion:

Angie Stewart, Letha Finley, and Bethany Carlisle provided feedback on helping construct points to a memorandum of understanding on behalf of the Jackson-George Regional Library System

MOTION: Maples

SECOND: Frederic

"To table the discussion until the MOU documents are reviewed by the Board."

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

VOTING NAY: None

Angie Stewart, Letha Boulton, and Bethany Carlisle left at 2:46 p.m.

PERSONNEL REPORT:

October Personnel Report

MOTION: Read **SECOND:** Frederic
"To approve the October 2019 Personnel Report, as presented by Pam Armstrong, Assistant Director Branch Services, and Aaron Taylor, Administrative Assistant to the Director."
VOTING AYE: Maples, Lewis-Jones, Sholl, Frederic, Read
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

MOTION: Read **SECOND:** Maples
"To approve the October 2019 Consent Agenda as previously sent to members."
VOTING AYE: Maples, Lewis-Jones, Sholl, Frederic, Read
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

- RB Digital (Murphy, Stevenson, Farag, Woods, Hinkel, Thompson, Boulton)
- Job Accelerator (Thompson, Hill, Stevenson, Morris, McWilliams, Hinkel, Burgan, Creel, Marshall, Brown, Lowery, Hanlin, Guice, Seymour, Jones, Murphy K, McMillan)
- Librarianship 101 (McWilliams)
- Transparent Languages (Creel)
- Universal Class (Marshall, Thompson, Chandler P, Lowery)

- o Blue Cloud Analytics (Evans, Woods, Boulton L, Damiano)
- o School Center (Stevenson)
- o Breaking Bad Communication Habits (Marshall)
- o What Would Walt Do? (Marshall, Tompkins, Hearndon)
- o Communicating With Tact and Finesse (Marshall, Chandler)
- o School and College (Tompkins, Hearndon, Bryant)
- o Initiative at Work (Tompkins)
- o Time Management and Organizational Skills (Tompkins)
- o Digital Preservation (Greer)

Meeting Reports/Minutes

- o September 2019 Managers' Meeting Minutes

Miscellaneous Reports and Items

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

MOTION: Frederic

SECOND: Maples

"To approve the October 2019 Director's Report as previously distributed to members."

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

VOTING NAY: None

OLD BUSINESS:

Observed Holidays-Discussion

Lori Barnes, Director, and Stacie Zorn, JGRLS Board Attorney, provided feedback on state-legislated government holidays.

NEW BUSINESS:

Fresh Perspectives 2020 (Carol Lewis-Jones)

- Carol Lewis-Jones laid out plans, goals, and ideas she would like to implement in her new role as the Chair of the JGRLS Board of Trustees.

St. Martin Library Expansion Update

- Lori Barnes informed the Board that she will be meeting with Jackson County representatives on Tuesday, October 29th, to discuss building/expansion updates regarding the St. Martin branch.

ANNOUNCEMENTS:

The next meeting will be 2:00 p.m. Monday, November 18, 2019, Pascagoula Public Library Board Room.

ADJOURNMENT:

MOTION: Sholl

SECOND: Frederic

"That the meeting be adjourned."

Meeting adjourned at 3:28 p.m.

APPROVED:  CHAIR ADOPTED: 11/18/2019 DATE

Minutes recorded by Aaron Taylor, Board Secretary