

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM  
BOARD OF TRUSTEES

Meeting Minutes – September 27, 2021

**TIME AND PLACE:** Monday, September 27, 2021, 2:00 p.m., Pascagoula Public Library Meeting Room

**PRESIDING:** Carol Lewis-Jones

**MEMBERS PRESENT:** George Sholl, Belinda Dammen, Betty Ryals, Evelyn Read, Susan Agnelly, Nancy Jo Maples (via Zoom)

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Alisa St. Amant, Interim Director; Stacie Zorn, Board Attorney; Kim Harvey, Business Manager; Letha Boulton, Assistant Director/ Branch Services; Aaron Taylor, Administrative Assistant to the Director.

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

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

**Correspondence:** A copy of a letter from Alisa St. Amant, Interim Director, to Johnnie Earl Hayes, dated September 17, 2021, permanently banning him from all JGRLS facilities, effective immediately.

- **Belinda Dammen recommended pressing charges on Mr. Hayes**

A copy of a letter from Alisa St. Amant, Interim Director, to Daniel Langlely, dated September 17, 2021, permanently banning him from all designated-staff areas of all JGRLS facilities, effective immediately.

A copy of an e-mail from Matthew Hosey, Jackson County PE Project Manager, to Alisa St. Amant, Interim Director; Thomas Wilson, Facilities Manager; and Geroge Sholl, JGRLS Board member, dated September 23, 2021.

A copy of a letter from Wolfe, McDuff, & Oppie, to the JGRLS Board of Trustees, dated September 21, 2021.

**FINANCES:**

**Voided Check**

**MOTION:** Agnelly **SECOND:** Ryals

"To void check #0100662 for "Postmaster Lucedale", in the amount of \$364.00."

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

**VOTING NAY:** None

- **A disclosure will need to be adopted at next month's Board meeting to change the signature on JGRLS' checks to reflect the incoming Director.**

**\*George Mitchum arrived at 2:07 p.m.**

- **Mr. Mitchum questioned the authority and legalities of the JGRLS Board of Trustees being able to mandate masks for all patrons. He requested that the Board Attorney request to receive guidance on the matter from the Attorney General.**

**\*George Mitchum left at 2:19 p.m.**

**Docket of Claims (copy on file)** -This report was previously distributed to members. Kim Harvey, Business Manager, submitted an addendum in the amount of \$39,176.62 changing the total of the September 2021 Docket of Claims to \$134,807.37.

**MOTION:** Agnelly **SECOND:** Sholl

"To approve the September 2021 Docket of Claims in the amount of \$95,090.75 and an addendum in the amount of \$39,176.62 totaling \$134,807.37."

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

**VOTING NAY:** None

**Final Budget Amendments**

**MOTION:** Sholl **SECOND:** Agnelly

"To approve the final budget amendments for FY21, as presented by Kim Harvey, Business Manager."

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

**VOTING NAY:** None

**Final Budget Approval**

**MOTION:** Agnelly                   **SECOND:** Dammen  
"To approve the proposed budget for FY22, as presented by Kim Harvey, Business Manager."  
**VOTING AYE:** Lewis-Jones, Sholl, Dammen, Ryals, Read, Maples, Agnelly  
**VOTING NAY:** None

**-Carol Lewis-Jones would like to see Branch Managers be involved in the budgeting process, and perhaps even receive training.**

**Solicit for Auditors**

**MOTION:** Read                   **SECOND:** Sholl  
"To approve Wolfe, McDuff, & Oppie as the auditors for JGRLS for the FY22."  
**VOTING AYE:** Lewis-Jones, Sholl, Dammen, Ryals, Read, Maples, Agnelly  
**VOTING NAY:** None

**-Kim Harvey left at 3:12 p.m.**

**PERSONNEL REPORT:**

**September Personnel Report**

**MOTION:** Sholl                   **SECOND:** Agnelly  
"To approve the September 2021 Personnel Report as presented by Darlene Broadus, Human Resources Manager."  
**VOTING AYE:** Lewis-Jones, Sholl, Dammen, Ryals, Read, Maples, Agnelly  
**VOTING NAY:** None

**-Janet Beatty- Executive Temporary Contractor Agreement (signed copy on file)**

**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:** Agnelly                      **SECOND:** Read  
 "To approve the September 2021 Monthly Reports as previously sent to members.  
**VOTING AYE:** Lewis-Jones, Sholl, Dammen, Ryals, Read, Maples, Agnelly  
**VOTING NAY:** None

**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**

- Active Shooter (Jaggard, McDaniel)
- Battling Imposter Syndrome (Fayard)
- Blue Cloud Cataloging (Woods)
- Family Homelessness and Libraries (Fayard)
- Google Docs (Allen)
- Reasonable Suspicion (Babilon, Barton, Broadus, Creel, Garbin, Morgan, Woods)
- Safety Training (Burgan, Collier, Colston, Creel, Evans, Gennaro W, Jaggard, Johnson, Jordan, Lowery, Martin, McCartney, McDaniel, McLelland, Miller, Morgan, Murphy E, Parton)
- Substance Abuse and the Workplace (Brown, Thompson)

**Miscellaneous Reports and Items**

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

**-The Board would like a copy of the 2008 needs assessment to determine the next steps for the Pascagoula Public Library renovation project. George Sholl also requested the website for Susan Kent, who was recommended by MLC to conduct a needs assessment for JGRLS.**

**MOTION:** Read                      **SECOND:** Agnelly  
 "To approve the September 2021 Director’s Report as previously distributed to members."  
**VOTING AYE:** Lewis-Jones, Sholl, Dammen, Ryals, Read, Maples, Agnelly  
**VOTING NAY:** None



