

**JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES**

TIME AND PLACE: Meeting Minutes – June 27, 2022
Monday, June 27, 2022, 2:00 p.m., Pascagoula Public Library Meeting Room

PRESIDING: George Sholl

MEMBERS PRESENT: Betty Ryals, Belinda Dammen, Mark Talley, George Sholl

MEMBERS ABSENT: Carol Lewis-Jones, Evelyn Read

OTHERS PRESENT: Angie Stewart, Director; Stacie Zorn, Board Attorney; Kim Harvey, Business Manager; Jeanne Damiano, Assistant Director/CMS; Cory Joiner, Administrative Assistant

BOARD MEETING MINUTES:

Minutes from the May 2022 Jackson-George Regional Library Board Meeting

MOTION: Dammen **SECOND:** Ryals
"To approve the minutes from the May 2022 JGRLS Board Meeting."
VOTING AYE: Dammen, Ryals, Talley, Sholl
VOTING NAY: None

CORRESPONDENCE:

- Copies of JGRLS contract letters from Director Angela Stewart to Moss Point Mayor Billy Knight Sr., Ocean Springs Mayor Kenny Holloway, Pascagoula Mayor Jay Willis, the Jackson County Board of Supervisors, and the George County Board of Supervisors.
- A copy of an email from Jackson County Project Manager Matthew Hosey to Director Angela Stewart, Assistant Director Branch Services Letha Boulton, Facilities Maintenance Manager Tom Wilson, and Ocean Springs Branch Manager Yvonne Parton regarding the contract award for the Ocean Springs Branch repairs.
- A copy of an email from Pascagoula City Manager Michael Silverman to Director Angela Stewart and Assistant Director CMS Jeanne Damiano regarding the city of Pascagoula's spatial assessment for the JGRLS and repairs to the Pascagoula Public Library.
- A copy of a letter from Scott Worthington to Director Angela Stewart regarding the termination of services between the JGRLS and SirsiDynix.

MOTION: Ryals **SECOND:** Dammen
"To approve the June 2022 Personnel Report as presented by Darlene Broadus, Human Resources Manager."
VOTING AYE: Ryals, Dammen, Talley, 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: Dammen **SECOND:** Ryals
"To approve the June 2022 Monthly Reports as previously sent to JGRLS Board members."
VOTING AYE: Ryals, Dammen, Talley, Sholl
VOTING NAY: None

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

Training Reports

- Active Shooter (Montalvo)
- Anxiety at Work (Rumfelt)
- Building Better Team Communication (Fleming, Hanlin, Hill, Klinshaw, McQueen, Schulze)
- Digital Safety (Montalvo)
- Emergency Response Manual (Joiner, Montalvo)
- Emotional Intelligence (Joiner)
- Extraordinary Administrative Professional (Joiner)
- Event Preparedness: Active Shooters and Hostile Activity at Your Venues (Fayard)
- Fun For All: Game Based Programs Across the Generations (MacLellan)
- How to Remain Cool and Collected (Joiner)

- Hurricane Briefing (Babilon, Barton, Beaugez, Bolton, Creel, Damiano, G. Broadus, Galle, Garbin, Hill, Joiner, Morgan, Rainey, Rumfelt, Rushing, Schulze)
- Magnolia Overview: (Montalvo)
- MailChimp (Barton, G. Broadus, Morgan, Schulze)
- Managing Chaos and Pressure at Work (Joiner)
- Pandemic Safety Videos (Montalvo)
- Safety Videos (Montalvo)
- Stress Management for Women (Fayard)

Miscellaneous Reports and Items

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

MOTION: Ryals

SECOND: Talley

“To approve the June 2022 Director’s Report as previously distributed to members.”

VOTING AYE: Ryals, Dammen, Talley, Sholl

VOTING NAY: None

Director Angela Stewart noted that all library branches, including administration, will need to be closed August 8th and open late on August 9th for computer migration and staff training for the new ILS program.

George Sholl and Director Angela Stewart will meet with officials from the Jackson County Board of Supervisors to discuss the JGRLS’s 2023 FY Budget in early July.

OLD BUSINESS: None

NEW BUSINESS: **Proposal for Creation of Additional Job Type (documents on file)**

Director Angela Stewart presented a proposal for a new internship position for students age 16 and up. She argued that this new position would help grow the library’s patron base and address staffing issues.

MOTION: Ryals

SECOND: Dammen

“To approve the creation of the Student Page position, according to the job description submitted by Angela Stewart, Director.”

VOTING AYE: Sholl, Dammen, Ryals, Talley

VOTING NAY: None

George Sholl noted that the JGRLS is still searching for a board member to fill the vacant George County position. Director Angela Stewart proposed offering George County board members options for virtually attending board meetings.


ANNOUNCEMENTS:

The next regularly scheduled Regional Board meeting will be 2:00 p.m. Monday, July 25, 2022, Pascagoula Public Library Meeting Room.

ADJOURNMENT:

MOTION: Ryals
"That the meeting be adjourned."

Meeting adjourned at 2:53 p.m.

APPROVED:  CHAIR
ADOPTED: 7/25/2022 DATE

Minutes recorded by Cory Joiner, Administrative Assistant