

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES

TIME AND PLACE: Meeting Minutes – June 26, 2023
Monday, June 26, 2023, 2:00 p.m., Gautier Public Library Meeting Room

PRESIDING: Belinda Dammen

MEMBERS PRESENT: Betty Ryals, Lisa Hedegaard, Mark Talley, Evelyn Read

MEMBERS ABSENT: Ann Chapman, George Sholl

OTHERS PRESENT: Angie Stewart, Director; Kim Harvey, Business Manager; Jeanne Damiano, Assistant Director/CMS; Letha Boulton, Assistant Director/Branch Services; Tristan Armer, Board Attorney; Cory Joiner, Administrative Assistant

BOARD MEETING MINUTES:

Minutes from the May 2023 Jackson-George Regional Library Board Meeting

MOTION: Talley **SECOND:** Read
"To approve the minutes from the May 2023 JGRLS Board Meeting."
VOTING AYE: Ryals, Hedegaard, Talley, Read
VOTING NAY: None

CORRESPONDENCE:

- Proposed contract renewal letters to County Administrator Brian Fulton and the Jackson County Board of Supervisors; Mayor Kenny Holloway and the Ocean Springs Aldermen; Mayor Billy Knight and the Moss Point Aldermen; Pascagoula City Manager Michael Silverman and Mayor Jay Willis; and the George County Board of Supervisors.

MOTION: Read **SECOND:** Talley
"To approve sending out contract renewal letters as proposed by Director Angela Stewart."
VOTING AYE: Ryals, Hedegaard, Talley, Read
VOTING NAY: None

- A letter and a copy of the JGRLS Rules of Conduct, from Jeanne Damiano, Assistant Director of CMS/IT, to patron Morgan Landry, dated June 21st, 2023, permanently banning her from all JGRLS facilities.

FINANCES:

Docket of Claims

This report was previously distributed to members. Kim Harvey, Business Manager, submitted an addendum in the amount of \$26,538.19, changing the total of the June 2023 Docket of Claims to \$165,302.87.

MOTION: Ryals **SECOND:** Hedegaard
"To approve the June 2023 Docket of Claims in the amount of \$138,764.68, and an addendum in the amount of \$26,538.19, totaling \$165,302.87."
VOTING AYE: Ryals, Hedegaard, Talley, Read
VOTING NAY: None

FY 23-24 Budget Approval

MOTION: Talley **SECOND:** Read
"To approve the JGRS budget for FY 2023-2024 as submitted by Director Angela Stewart and Business Manager Kim Harvey."
VOTING AYE: Ryals, Hedegaard, Talley, Read
VOTING NAY: None

Law Library Door Quote

MOTION: Talley **SECOND:** Ryals
"To approve the payment for the Law Library door pin pad and monthly software fee as listed in the quote submitted by Director Angela Stewart and Business Manager Kim Harvey."
VOTING AYE: Ryals, Hedegaard, Talley, Read
VOTING NAY: None

Assistant Director Jeanne Damiano stated that she would let Board Attorney Tristan Armer know when the pin pad would be installed, so that he could pass the information along to the Bar Association.

Contract Review and Approval

MOTION: Ryals **SECOND:** Read
"To approve the contract on file as submitted by Angela Stewart, Director, and Kim Harvey, Business Manager."
VOTING AYE: Ryals, Hedegaard, Talley, Read
VOTING NAY: None

PERSONNEL REPORT: June 2023 Personnel Report

MOTION: Ryals **SECOND:** Talley
"To approve the June 2023 Personnel Report as presented by Darlene Broadus, Human Resources Manager."
VOTING AYE: Ryals, Hedegaard, Talley, Read
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: Read **SECOND:** Ryals
 "To approve the June 2023 Monthly Reports as previously sent to JGRLS Board members."
VOTING AYE: Ryals, Hedegaard, Talley, Read
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.

Angela Stewart and Kim Harvey told the board they would be meeting with Jackson County Administrator Brian Fulton on June 27th to discuss the proposed JGRLS Budget.

Miscellaneous Reports and Items

- o Copies of Newspaper articles and PR Fliers/Marketing Information
- o Ocean Springs and Moss Point Library Renovations Updates

MOTION: Talley **SECOND:** Read
 "To approve the June 2023 Director’s Report as previously distributed to members."
VOTING AYE: Ryals, Hedegaard, Talley, Read
VOTING NAY: None

OLD BUSINESS:

Bank Deposit Bids

The board discussed the upcoming deadline to put out bids for the library system’s banking. With the advice of Business Manager

