JACKSON-GEORGE REGIONAL LIBRARY SYSTEM BOARD OF TRUSTEES

Meeting Minutes - March 27, 2023

TIME AND PLACE:

Monday, March 27, 2023, 2:00 p.m., Pascagoula Public Library

Meeting Room

PRESIDING:

Belinda Dammen

MEMBERS PRESENT:

Betty Ryals, George Sholl, Lisa Hedegaard, Mark Talley, Evelyn

Read, Ann Chapman

MEMBERS ABSENT:

None

OTHERS PRESENT:

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

McDuff & Oppie

PRESENTATION BY WOLFE, MCDUFF & OPPIE AUDITORS:

An auditor from Wolfe, McDuff & Oppie presented their findings for JGRLS finances for the fiscal year 2022-2023. Board members were provided with printed copies of the audit report.

Wolfe, McDuff & Oppie auditor left at 2:12 p.m.

BOARD MEETING MINUTES:

<u>Minutes from the February 2023 Jackson-George Regional</u> Library Board Meeting

MOTION: Sholl

SECOND: Talley

"To approve the minutes from the February 2023 JGRLS Board

Meeting, pending corrections."

VOTING AYE: Ryals, Sholl, Hedegaard, Talley, Chapman, Read

VOTING NAY: None

CORRESPONDENCE:

 An email from Director Angela Stewart to Patron Joseph Vandigriff, dated March 13, 2023, discussing rules of conduct for library patrons.

FINANCES:

Docket of Claims

This report was previously distributed to members. Kim Harvey, Business Manager, submitted an addendum in the amount of

\$28,526.05, changing the total of the March 2023 Docket of Claims to \$88,954.09.

MOTION: Ryals SECOND: Talley

"To approve the March 2023 Docket of Claims in the amount of \$60,428.04, and an addendum in the amount of \$28,526.05, totaling \$88.954.09."

VOTING AYE: Ryals, Sholl, Hedegaard, Talley, Chapman, Read

VOTING NAY: None

AccuFund Quote

MOTION: Chapman SECOND: Ryals

"To approve the payment of the AccuFund quote as submitted by

Kim Harvey, Business Manager."

VOTING AYE: Ryals, Sholl, Hedegaard, Talley, Chapman, Read

VOTING NAY: None

Consolidated Surplus List

MOTION: Sholl SECOND: Chapman

"To approve the 2023 surplus list as submitted by Kim Harvey,

Business Manager."

VOTING AYE: Ryals, Sholl, Hedegaard, Talley, Chapman, Read

VOTING NAY: None

PERSONNEL REPORT: March 2023 Personnel Report

MOTION: Talley SECOND: Hedegaard

"To approve the March 2023 Personnel Report as presented by

Darlene Broadus, Human Resources Manager."

VOTING AYE: Ryals, Sholl, Hedegaard, Talley, Chapman, 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

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- Purchasing Agent Report
- Statistical Report
- Technology Services Report
- Training and Staff Development Report
- Website Statistics Report
- Youth Services Report

MOTION: Sholl SECOND: Read

"To approve the March 2023 Monthly Reports as previously sent to

JGRLS Board members."

VOTING AYE: Ryals, Sholl, Hedegaard, Talley, Chapman, 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.

Miscellaneous Reports and Items

o Copies of Newspaper articles and PR Fliers/Marketing Information

- Ocean Springs and Moss Point Library Renovations Updates
- Staff Survey Results

MOTION: Sholl SECOND: Chapman

"To approve the March 2023 Director's Report as previously

distributed to members."

VOTING AYE: Ryals, Sholl, Hedegaard, Talley, Chapman, Read

VOTING NAY: None

OLD BUSINESS: Medical Marijuana Report from HR Manager

The director presented a report compiled by Darlene Broadus, HR Manager, outlining a seminar about medical marijuana in the

workplace.

NEW BUSINESS: 2023 – 2024 Board Meeting Dates

The director and the board discussed future meeting dates and locations for JGRLS board meetings. The tentative schedule is as follows. All times are 2:00 p.m. unless otherwise noted:

April 24th - St. Martin Public Library

May 22nd – Gautier Public Library

June 26th - Pascagoula Public Library

July 24th – East Central Public Library

Aug. 21st - Lucedale Public Library

Sep. 25th – Ocean Springs Public Library

Oct. 23rd – Vancleave Public Library

Nov. 17th (10 a.m.) - Pascagoula Public Library

Dec. 15th (10 a.m.) - Pascagoula Public Library

Jan. 22nd – Moss Point Public Library

Feb 19th – TBD

March 25th - TBD

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ANNOUNCEMENTS:

The next Regional Board meeting will be 2:00 p.m. Monday, April

24, 2023, St. Martin Public Library Meeting Room.

ADJOURNMENT:

MOTION: Sholl

"That the meeting be adjourned."

Meeting adjourned at 3:16 p.m.

APPROVED:

ADOPTED

Minutes recorded by Cory Joiner, Administrative Assistant