JACKSON-GEORGE REGIONAL LIBRARY SYSTEM BOARD OF TRUSTEES

Meeting Minutes - November 17, 2023

TIME AND PLACE: Monday, November 17, 2023, 2:00 p.

Monday, November 17, 2023, 2:00 p.m., Pascagoula Public Library

Meeting Room

PRESIDING: Belinda Dammen

MEMBERS PRESENT: Betty Ryals, George Sholl, Ann Chapman, Lisa Hedegaard

MEMBERS ABSENT: Mark Talley

OTHERS PRESENT: Angie Stewart, Director; Letha Boulton, Assistant Director/Branch

Services; Jeanne Damiano, Assistant Director/CMS & IT; Kim Harvey, Business Manager; Tristan Armer, Board Attorney; Cory

Joiner, Administrative Assistant

BOARD MEETING MINUTES:

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

MOTION: Sholl SECOND: Hedegaard

"To approve the minutes from the October 2023 JGRLS Board

Meetina."

VOTING AYE: Ryals, Sholl, Chapman, Hedegaard

VOTING NAY: None

CORRESPONDENCE:

 A letter from Wolfe, McDuff & Oppie, dated November 8th, 2023, outlining the audit plan for the fiscal year 2022-2023.

FINANCES:

Docket of Claims

This report was previously distributed to members.

MOTION: Chapman SECOND: Ryals

"To approve the November 2023 Docket of Claims in the amount of

\$77.473.35."

VOTING AYE: Ryals, Sholl, Chapman, Hedegaard

VOTING NAY: None

Audit Engagement Letter

MOTION: Rvals SECOND: Sholl

"To approve the proposed audit of JGRLS FY 2022-2023 by Wolfe,

McDuff, and Oppie."

VOTING AYE: Ryals, Sholl, Chapman, Hedegaard

VOTING NAY: None

Late Bills

MOTION: Sholl SECOND: Chapman

"To approve the payment of bills received after the board meeting

as outlined by Kim Harvey, Business Manager." **VOTING AYE:** Ryals, Sholl, Chapman, Hedegaard

VOTING NAY: None

Alistate Automotive Insurance Policy Renewal

The board was notified of changes to the JGRLS Allstate Automotive policy.

PERSONNEL REPORT: November 2023 Personnel Report

MOTION: Chapman SECOND: Sholl

"To approve the November 2023 Personnel Report as presented by

Darlene Broadus, Human Resources Manager." **VOTING AYE:** Ryals, Sholl, Chapman, Hedegaard

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: Sholl SECOND: Chapman

2

"To approve the November 2023 Monthly Reports as previously

sent to JGRLS Board members."

VOTING AYE: Ryals, Sholl, Chapman, Hedegaard

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.

George Sholl requested a count of how many library cards are in circulation, and how many have been used in the last year. Jeanne Damiano offered to compile that information.

Miscellaneous Reports and Items

- o Copies of Newspaper articles and PR Fliers/Marketing Information
- o Pascagoula Library Renovation Project Updates

MOTION: Sholl SECOND: Chapman

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

distributed to members."

VOTING AYE: Ryals, Sholl, Chapman, Hedegaard

VOTING NAY: None

OLD BUSINESS:

None

NEW BUSINESS:

None

ANNOUNCEMENTS:

The next Regional Board meeting will be 10:00 a.m. Friday, December 15th, 2023, at the Pascagoula Public Library Meeting

Room.

ADJOURNMENT:

MOTION: Sholl

"That the meeting be adjourned."

Meeting adjourned at 2:20 p.m.

APPROVED:

ADOPTE

Date

Minutes recorded by Cory Joiner, Administrative Assistant