

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES

TIME AND PLACE: Meeting Minutes – December 15, 2023
Friday, December 15, 2023, 10:00 a.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; Myra Cunningham, Substitute for Board Attorney; Sharon Miller, Purchasing Agent

BOARD MEETING MINUTES:

Minutes from the November 2023 and November 1st Special Called Board Meeting

MOTION: Sholl **SECOND:** Chapman
"To adopt the minutes from the November 2023 Jackson-George Regional Library Board Meeting and the November 1st Special Called Board Meeting."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard
VOTING NAY: None

CORRESPONDENCE:

- A fax from Hardy & Jacobson dated December 13th, 2023, detailing the JGRLS's worker's compensation insurance application and proposed coverage plan.

MOTION: Ryals **SECOND:** Chapman
"To approve the proposed worker's compensation insurance application and proposed coverage plan as provided by Hardy & Jacobson."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard
VOTING NAY: None

FINANCES:

Docket of Claims

This report was previously distributed to members.

MOTION: Sholl

SECOND: Chapman

“To approve the December 2023 Docket of Claims in the amount of \$74,058.78.”

VOTING AYE: Ryals, Sholl, Chapman, Hedegaard

VOTING NAY: None

List of Late Bills

MOTION: Hedegaard

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

Donation to the St. Martin Library

MOTION: Sholl

SECOND: Ryals

“To accept the donation to the St. Martin Library for the purpose outlined by Amber Schulze, St. Martin Library Manager.”

VOTING AYE: Ryals, Sholl, Chapman, Hedegaard

VOTING NAY: None

Contracts Review and Approval

MOTION: Chapman

SECOND: Hedegaard

“To approve the contracts on file as submitted by Angela Stewart, Director, and Kim Harvey, Business Manager.”

VOTING AYE: Ryals, Sholl, Chapman, Hedegaard

VOTING NAY: None

PERSONNEL REPORT:

December 2023 Personnel Report

MOTION: Ryals

SECOND: Chapman

“To approve the December 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: Ryals **SECOND:** Chapman
 “To approve the December 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.

The director informed the board of the continued success of JGRLS’s in-house and outreach programs, and asked that the board share any ideas about programs that might be especially impactful in their respective communities.

Miscellaneous Reports and Items

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

MOTION: Hedegaard **SECOND:** Chapman
 “To approve the December 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 2:00 p.m. Monday, January 22nd, 2024, at the Pascagoula Public Library Meeting Room.

ADJOURNMENT: **MOTION:** Shall
"That the meeting be adjourned."

Meeting adjourned at 10:23 a.m.

APPROVED:  ADOPTED: 1-22-24
Chair Date

Minutes recorded by Sharon Miller, Purchasing Agent