

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES

TIME AND PLACE: Meeting Minutes – January 22nd, 2024
Monday, January 22nd, 2024, 2:00 p.m., Pascagoula Public Library Meeting Room

PRESIDING: Belinda Dammen

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

MEMBERS ABSENT: None

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

BOARD MEETING MINUTES:

Minutes from the December 2023 Board Meeting

MOTION: Sholl **SECOND:** Talley
"To adopt the minutes from the December 2023 Jackson-George Regional Library Board Meeting."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard, Talley
VOTING NAY: None

CORRESPONDENCE:

- An emailed letter from Michael R. Moore, Pascagoula City Attorney, dated January 18th, 2024, regarding invoices for library renovations.
- A letter and certified bid tabulation form from Allred Stolarski Architects, dated January 15th, 2024, detailing the bids received for the Pascagoula Public Library repairs and renovations.
- A letter from the Jackson County Animal Shelter, dated January 3rd, 2024, thanking the JGRLS for their support.
- A document and request for information from attorney Malcolm Murphy, received January 19th, 2024, pertaining to an ongoing court case which tangentially involves the JGRLS.

FINANCES:

Docket of Claims

This report was previously distributed to members.

MOTION: Hedegaard **SECOND:** Chapman
"To approve the January 2024 Docket of Claims in the amount of \$74,172.07, and an addendum in the amount of \$3,269.47, totaling \$77,441.54."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard, Talley
VOTING NAY: None

JGRLS FBP Cafeteria Plan

MOTION: Talley **SECOND:** Chapman
"To approve the 2024 JGRLS Flexible Benefits Plan as proposed by Business Manager Kim Harvey."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard, Talley
VOTING NAY: None

City of Lucedale Funding

The director and the board discussed the budget for the Lucedale Public Library and the funding provided by the City of Lucedale.

Business Manager Kim Harvey informed the board of ongoing issues regarding paying invoices online. She offered to present the board with alternatives to our current payment methods.

PERSONNEL REPORT: January 2024 Personnel Report

MOTION: Ryals **SECOND:** Talley
"To approve the January 2024 Personnel Report as presented by Darlene Broadus, Human Resources Manager."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard, Talley
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:** Sholl
 "To approve the January 2024 Monthly Reports as previously sent to JGRLS Board members."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard, Talley
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 and the board discussed details regarding the upcoming Pascagoula Public Library Renovation projects, including the placement of staff after the branch's closure and alternative Board Meeting sites.

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 January 2024 Director's Report as previously distributed to members."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard, Talley
VOTING NAY: None

OLD BUSINESS:

Insurance Agent

MOTION: Sholl **SECOND:** Ryals
 "To designate Lemon Mohler Insurance Agency as the Jackson George Regional Library System's agent of record."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard
VOTING NAY: None
ABSTAIN: Talley

The director told the board that she would ask Lemon Mohler for various insurance policy quotes, with a deadline of February 19th.

NEW BUSINESS:

Purchase of an Additional Library Vehicle

MOTION: Sholl

SECOND: Talley

"To approve the purchase of an additional library vehicle, with an upper price limit of \$50,000, and provided that consideration is given to alternative purchasing options beyond state contracts."

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

VOTING NAY: None

ANNOUNCEMENTS:

The next Regional Board meeting will be 2:00 p.m. Monday, February 19th, 2024, at the Pascagoula Public Library Meeting Room.

ADJOURNMENT:

MOTION: Sholl

"That the meeting be adjourned."

**Meeting adjourned at 3:27
p.m.**

APPROVED: _____


Chair

ADOPTED: _____


Date

Minutes recorded by Cory Joiner, Administrative Assistant