

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES

TIME AND PLACE: Meeting Minutes – February 19th, 2024
Monday, February 19th, 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; Jeanne Damiano, Assistant Director/CMS/IT; Kim Harvey, Business Manager; Tristan Armer, Board Attorney; Cory Joiner, Administrative Assistant

BOARD MEETING MINUTES:

Minutes from the January 2024 Board Meeting

MOTION: Talley **SECOND:** Hedegaard
"To adopt the minutes from the January 2024 Jackson-George Regional Library Board Meeting."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard, Talley
VOTING NAY: None

CORRESPONDENCE:

- An emailed letter from CASA of Southeast Mississippi, dated January 24th, 2024, thanking the JGRLS employees for their donation of Christmas presents for local foster-care children.
- A letter from JGRLS to Hardy & Jacobson, Inc., dated January 31st, 2024, informing Hardy & Jacobson that the JGRLS Board of Trustees voted to change the library system's agent of record.

FINANCES:

Docket of Claims

This report was previously distributed to members.

MOTION: Sholl **SECOND:** Chapman
"To approve the February 2024 Docket of Claims in the amount of \$68,447.28."
VOTING AYE: Ryals, Sholl, Chapman, Hedegaard, Talley
VOTING NAY: None

Late Bills for February 2024

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, Talley
VOTING NAY: None

JGRS Debit Card Policy

Business Manager Kim Harvey presented the board with a proposed Debit Card Policy for payments that can not be made with a procurement card or check. George Sholl suggested creating a separate account for the card. Kim agreed to add the separate account to the policy and present a revised draft to the board during the March 2024 board meeting.

PERSONNEL REPORT: February 2024 Personnel Report

MOTION: Sholl **SECOND:** Talley
"To approve the February 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: Talley **SECOND:** Sholl

“To approve the February 2024 Monthly Reports as previously sent to JGRS 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.

Board Chair Belinda Dammen requested information regarding the Lucedale Public Library’s operating budget. Kim said she would send the information as soon as possible.

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 February 2024 Director’s Report as previously distributed to members.”

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

VOTING NAY: None

OLD BUSINESS:

Future Board Meeting Locations

The board discussed possible locations for future regional board meetings. Board Attorney Tristan Armer offered his office space for the March 2024 meeting.

NEW BUSINESS:

- None

ANNOUNCEMENTS:

The next Regional Board meeting will be 2:00 p.m. Monday, March 25th, 2024, at the offices of Heidelberg, Steinberger, Burow, & Armer, P.A.

ADJOURNMENT:

MOTION: Sholl

“That the meeting be adjourned.”

Meeting adjourned at 3:14 p.m.

APPROVED:  _____ ADOPTED: 3-25-24
Chair Date

Minutes recorded by Cory Joiner, Administrative Assistant