

JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES

TIME AND PLACE: Meeting Minutes – May 20th, 2024
Monday, May 20th, 2024, 2:00 p.m., Jackson County Chamber of
Commerce Meeting Room

PRESIDING: Belinda Dammen

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

MEMBERS ABSENT: Betty Ryals

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; Reba
Brown, Law Library Manager; Haidee Sheffield, Jackson County
Bar Association Representative; Janet Smith; Cory Joiner,
Administrative Assistant

WELCOME GUESTS:

The board welcomed guests Haidee Sheffield, who represented
the Jackson County Bar Association, and Janet Smith, a current
member of the Friends of the Lucedale Public Library and former
manager of the Lucedale Public Library.

Mark Talley joined the meeting at 2:04 p.m.

LAW LIBRARY RESOLUTION:

Law Library Resolution

The board and Haidee Sheffield discussed the recent changes to
the Law Library as caused by the ongoing renovations to the
Pascagoula Public Library building.

MOTION: Sholl **SECOND:** Chapman
"To approve the JGRS Law Library Resolution as presented by
Law Library Manager Reba Brown."

VOTING AYE: Chapman, Sholl, Hedegaard, Talley

VOTING NAY: None

Haidee Sheffield and Reba Brown left the meeting at 2:06 p.m.

GUEST SPEAKER JANET SMITH:

Lucedale Public Library Operating Hours

The board heard comments from Janet Smith, who represented the Friends of the Lucedale Public Library. Smith expressed that the recent developments with the budget and operating hours of the Lucedale Public Library were the concern of the library's Friends group, as well. She asked that the board and the director let her know if and when they could use the help of the Friends of the Lucedale Public Library in addressing these developments in the future. Smith thanked the board and the director for their hard work and for being supportive of the Friends group and the community.

Janet Smith left the meeting at 2:25 p.m.

BOARD MEETING MINUTES:

Minutes from the April 2024 Board Meeting

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

CORRESPONDENCE:

Contract Renewal Letters

The director and the board discussed upcoming annual contract renewal letters, which would be sent to the following individuals and organizations: the Jackson County Board of Supervisors and Jackson County Administrator Brian Fulton; the George County Board of Supervisors; Gautier Mayor Casey Vaughn and the Gautier City Council; Lucedale Mayor Doug Lee and the City of Lucedale Board of Aldermen; Moss Point Mayor Billy Knight and the City of Moss Point Board of Aldermen; Ocean Springs Mayor Kenny Holloway and the City of Ocean Springs Board of Aldermen; and Pascagoula Mayor Jay Willis and Pascagoula City Manager Michael Silverman.

FINANCES:

Docket of Claims

This report was previously distributed to members.

MOTION: Sholl **SECOND:** Talley
"To approve the May 2024 Docket of Claims in the amount of \$141,749.25."
VOTING AYE: Chapman, Sholl, Hedegaard, Talley
VOTING NAY: None

Late Bills for May 2024

MOTION: Chapman **SECOND:** Sholl
"To approve the payment of bills received after the board meeting as outlined by Kim Harvey, Business Manager."
VOTING AYE: Chapman, Sholl, Hedegaard, Talley
VOTING NAY: None

Advertisement for Bank Bids

Business Manager Kim Harvey informed the board that she would bring any sealed depository bids to the June 2024 JGRLS Regional Board meeting so that the board may open the bids and make their selection.

Budget Discussion for FY 2024 – 2025

The budget committee agreed to meet on June 4th, 2024, at 2:00 p.m. at the Heidelberg, Steinberger, Burrow & Armer office in Pascagoula.

PERSONNEL REPORT:

May 2024 Personnel Report

MOTION: Sholl **SECOND:** Talley
"To approve the May 2024 Personnel Report as provided by Darlene Broadus, Human Resources Manager."
VOTING AYE: Chapman, Sholl, 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: Chapman **SECOND:** Sholl

“To approve the May 2024 Monthly Reports as previously sent to JGRLS Board members.”

VOTING AYE: Chapman, Sholl, 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 informed the board that the temporary satellite location for the Pascagoula Public Library is now open to the public. In addition, she informed the board that a needs assessment survey initiative had been launched, and that JGRLS had already received a number of responses.

Miscellaneous Reports and Items

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

MOTION: Talley **SECOND:** Sholl

“To approve the May 2024 Director’s Report as previously distributed to members.”

VOTING AYE: Chapman, Sholl, Hedegaard, Talley

VOTING NAY: None

OLD BUSINESS:

Lucedale Public Library Discussion

The board discussed ongoing developments with the budget and operating hours of the Lucedale Public Library.

MOTION: Hedegaard **SECOND:** Chapman

“To keep the Lucedale Public Library’s current operating hours of Monday – Thursday, 9:00 a.m. – 6:30 p.m.; and Friday – Saturday, 9:00 a.m. – 4:00 p.m.; but to revisit changing the operating hours during the September 2024 JGRLS Regional Board meeting.”

VOTING AYE: Chapman, Sholl, Hedegaard, Talley

VOTING NAY: None

NEW BUSINESS:

Statistical and Circulation Report for FY 2022 - 2023

Director Angela Stewart and Assistant Director of Branch Services Letha Boulton presented the board with the statistical and circulation report for the fiscal year 2022 – 2023. The director agreed to provide this report to the counties, cities, and Friends groups that aid JGRLS, as well.


Ocean Springs Library Book Bike - Request for Information

The director and the board discussed a proposal from Ocean Springs Library Manager Jim Thompson to create a mobile "book bike" station using donations provided to the Ocean Springs Library. The director agreed to pull relevant information on the library system's liability insurance and present it to the board.

ANNOUNCEMENTS: The next Regional Board meeting will be 2:00 p.m. Monday, June 24th, 2024, at the offices of Heidelberg, Steinberger, Burow, & Armer, P.A.

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

Meeting adjourned at 3:29 p.m.

APPROVED:  ADOPTED: June 24, 2024
Chair Date

Minutes recorded by Cory Joiner, Administrative Assistant