JACKSON-GEORGE REGIONAL LIBRARY SYSTEM **BOARD OF TRUSTEES**

Meeting Minutes - July 22nd, 2024

TIME AND PLACE:

Monday, July 22nd, 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, Betty Ryals,

Judy Wilder

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

WELCOME JUDY WILDER:

The director and the board welcomed the newest JGRLS Board of Trustees member, Judy Wilder. Board Attorney Tristan Armer swore in Wilder, who signed an affidavit attesting to her eligibility and fitness to serve on the board as a representative of George

County, MS.

BOARD MEETING MINUTES:

Minutes from the June 2024 Board Meeting

MOTION: Sholl

SECOND: Chapman

"To adopt the minutes from the June 2024 Jackson-George

Regional Library Board Meeting."

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

VOTING NAY: None

CORRESPONDENCE:

• A letter from the George County Board of Supervisors, addressed to the JGRLS Board of Trustees, appointing Mrs. Judy Wilder as the newest George County representative to the JGRLS Board of Trustees.

FINANCES:

Docket of Claims

This report was previously distributed to members.

MOTION: Ryals

SECOND: Talley

"To approve the July 2024 Docket of Claims in the amount of \$75,115.00, and an addendum in the amount of \$213.33, totaling

\$75,328.44."

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

VOTING NAY: None

Late Bills for July 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: Chapman, Sholl, Hedegaard, Talley, Ryals, Wilder

VOTING NAY: None

Updated Budget for FY 2024-2025

The director and Business Manager Kim Harvey presented the board with an updated budget for the fiscal year 2024 – 2025 for discussion.

PERSONNEL REPORT:

July 2024 Personnel Report

MOTION: Chapman SECOND: Sholl

"To approve the July 2024 Personnel Report as provided by

Darlene Broadus, Human Resources Manager."

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

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: Talley

"To approve the July 2024 Monthly Reports as previously sent to

JGRLS Board members."

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

VOTING NAY: None

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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 ongoing budget matters regarding the Lucedale Public Library. The director also told the board that the results of the JGRLS needs assessment survey would be compiled for them to view within the coming months.

Miscellaneous Reports and Items

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

MOTION: Hedegaard SECOND: Talley

"To approve the July 2024 Director's Report as previously

distributed to members."

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

VOTING NAY: None

OLD BUSINESS:

None

NEW BUSINESS:

<u>Discussion on Proposed Changes to Personnel Policies</u> Handbook

The director and the board discussed proposed changes to the personnel policies manual. At Belinda Dammen's request, the director said she would discuss the proposed changes with Human Resources Manager Darlene Broadus and Board Attorney Tristan Armer and present the final draft to the board at a later date.

EXECUTIVE SESSION:

MOTION: Talley SECOND: Sholl

"To move into Closed Session to determine if Executive Session is

needed."

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

VOTING NAY: None

Closed session began at 2:55 p.m.

MOTION: Talley SECOND: Sholl

"To move into Executive Session to discuss personnel issues." **VOTING AYE:** Chapman, Sholl, Hedegaard, Talley, Ryals, Wilder

VOTING NAY: None

Executive session began at 2:56 p.m.

MOTION: Talley SECOND: Sholl

"To move to exit Executive Session."

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

VOTING NAY: None

Returned to open session at 3:13 p.m.

ANNOUNCEMENTS: The next Regional Board meeting will be 2:00 p.m. Monday,

August 26th, 2024, at the Jackson County Chamber of Commerce

Meeting Room.

ADJOURNMENT: MOTION: Sholl

"That the meeting be adjourned."

Meeting adjourned at 3:14 p.m.

PPROVED: ____

Chair

ADOPTED:

Date

Minutes recorded by Cory Joiner, Administrative Assistant