JACKSON-GEORGE REGIONAL LIBRARY SYSTEM
BOARD OF TRUSTEES

Meeting Minutes – October 27th, 2025

TIME AND PLACE: Monday, October 27th, 2025, 2:00 p.m., Meeting Room,

PRESIDING: Belinda Dammen

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

MEMBERS ABSENT: Scott Rogers

OTHERS PRESENT: Angela Stewart, Director; Jeanne Damiano, Assistant Director CMS/IT; Letha Boulton, Assistant Director of Branch Services; Kim Harvey, Business Manager; Anna MacOwen, Administrative Assistant; Stephen Burrow, Esq., Board Attorney

BOARD MEETING MINUTES:

Minutes from the September 2025 Board Meeting

MOTION: Ryals **SECOND:** Chapman
"To adopt the minutes from the September 2025 Jackson-George Regional Library Board Meeting."
VOTING AYE: Dammen, Talley, Hedegaard
VOTING NAY: None

CORRESPONDENCE:

- Jackson County Chamber of Commerce Thank You Letter
- Chevron Correspondence
- Jackson County Chamber of Commerce Correspondence

FINANCES:

Insurance Claim Decision Letter & Estimate

Docket of Claims and Addendum
This report was previously distributed to members. Kim Harvey discussed reports submitted.

MOTION: Hedegaard **SECOND:** Chapman
"To approve the October 2025 Docket of Claims and Addendum in the amount of $128,875.37."
VOTING AYE: Ryals, Talley, Dammen
VOTING NAY: None

PERSONNEL REPORT:

October 2025 Personnel Report

MOTION: Chapman **SECOND:** Ryals
"To approve the October 2025 Personnel Report as provided by Darlene Broadus, Human Resources Manager."

VOTING AYE: Talley, Dammen, 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 of Branch Services Report
- Assistant Director of CMS/IT 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:** Hedegaard
"To approve the October 2025 Monthly Reports as previously sent to JGRLS Board members."
VOTING AYE: Dammen, Chapman, Ryals
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.

<u>Miscellaneous Reports and Items</u>

- Pascagoula Ribbon Cutting Celebration
- Pascagoula Air Conditioner
- Ocean Springs Friends 100 Year Gala
- Ocean Springs and the Peter Anderson Festival

Ocean Springs Library to be closed for the Peter Anderson Festival. All staff to work the Friday before the Festival.

MOTION: Hedegaard **SECOND:** Chapman
"To approve the October 2025 Director's Report as previously distributed to members."
VOTING AYE: Ryals, Talley, Dammen
VOTING NAY: None

OLD BUSINESS:

- None

NEW BUSINESS:

Damage Report for East Central Public Library

AI Employee Use Policy

MOTION: Ryals **SECOND:** Talley
"To approve the AI Employee Use Policy."
VOTING AYE: Chapman, Dammen, Hedegaard
VOTING NAY: None

MessageBee Offer

MOTION: Ryals **SECOND:** Talley
"To approve the offer from MessageBee as proposed."
VOTING AYE: Hedegaard, Dammen, Chapman
VOTING NAY: None

Proposed 2026 Board Meeting Dates

MOTION: Ryals **SECOND:** Chapman
"To approve the proposed dates for Board Meetings for the first half of 2026."
VOTING AYE: Hedegaard, Dammen, Talley
VOTING NAY: None

Request for Executive Session to Discuss Personnel and Perform Director's Evaluation

MOTION: Chapman **SECOND:** Ryals
"To move into closed session to determine if executive session is needed."
VOTING AYE: Dammen, Talley, Hedegaard
VOTING NAY: None

Closed session begins at 2:59 P.M.

The need for executive session is proved.

MOTION: Ryals **SECOND:** Chapman
"To move into executive session to discuss personnel and Director's Evaluation."
VOTING AYE: Hedegaard, Talley, Dammen
VOTING NAY: None

Executive session begins at 3:00 P.M.

MOTION: Talley **SECOND:** Ryals
"To move to exit executive session."
VOTING AYE: Hedegaard, Dammen, Chapman
VOTING NAY: None

ANNOUNCEMENTS: The next Regional Board meeting will be 2:00 p.m. Monday, November 17th 2025, at the Pascagoula Public Library's Meeting Room.

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

Meeting adjourned at 3:03 PM

APPROVED: ____________________ ADOPTED: 11/17/2025
Chair Date

Minutes recorded by Anna MacOwen, Administrative Assistant