



Approved at the Board of Trustees Meeting January 25, 2017.

Venue: Eudora Welty Library, 4:00 p.m.

Mrs. Rosalynn Sylvester, Chairman, called the meeting to order at 4:02 p.m.

Present: Mrs. Virginia Bailey, Mrs. Sue Berry, Mrs. Imelda Brown, Mrs. Barbara Hadnott, Dr. Alferdteen Harrison, Mr. Chester Ray Jones, Mr. Rickey Jones, Mr. Wayne McDaniels, Mrs. Rosalyn Sylvester

Absent: Dr. Earline Strickland

Executive Session to Discuss Pending Litigation: ***4:03 p.m. Mrs. Bailey moved, second by Mrs. Hadnott, that the Board consider entering into Executive Session to discuss pending litigation. The motion carried unanimously.***

4:05 p.m. Mr. Chester Ray Jones moved, second by Mrs. Bailey, that the Board enter into Executive Session. The motion carried unanimously.

4:08 p.m. The Board moved into Executive Session.

4:58 p.m. The Board returned to Open Session.

Minutes: ***Dr. Harrison moved, second by Mrs. Bailey, to approve the Minutes of the Board of October 26, 2016 Trustees meeting of Wednesday, October 26, 2016. The motion passed unanimously.***

Administration Reports: Mr. Justin Carter, Assistant Director for Finance, presented the Financial Report for October 2016, the Check Register (October 19, 2016 to November 9, 2016), and the Gifts and Donations Report for October 2016.

Mrs. Imelda Brown moved, second by Mr. Rickey Jones, to approve the Financial Report, the Check Register, and the Gifts and Donations Report as presented. The motion passed unanimously.

Mrs. Brenette Nichols, Assistant Director For Human Resources, presented the Human Resources Report for October 2016.

Mrs. Hadnott moved, second by Mrs. Brown, to approve the Human Resources Report as presented. The motion passed unanimously.

Mrs. Miao Jin, Assistant Director for Technical Services, presented the Technical Services report for October 2016.

Committee Reports: There were no Committee Reports *per se* as Committee assignments for the Trustees have not yet been finalized. However, Mrs. Sylvester, as Chairman of the Board, emphasized the necessity for Committee assignments to be made in January 2017, and she requested all Trustees to propose their desired assignments.

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Chairman's Report: Mrs. Sylvester passed out Trustee Report Cards for each Trustee to complete and return in January 2017. She noted that the Trustee Report Cards are required to be a part of the Library System's annual accreditation report to the Mississippi Library Commission, and a failure to submit them will have a negative effect on the Library System's accreditation rating.

Mrs. Sylvester presented a plaque to Mr. Rickey Jones, honoring him for his service as Chairman of the Board of Trustees from December 2013 through September 2016.

Executive Director's Report: Mrs. Furr presented the Executive Director's Report.

Unfinished Business: ***Mr. Rickey Jones moved, second by Dr. Harrison, that the action of the Board of Trustees in its October 26, 2016, meeting to approve closing all JHLS libraries at 6 p.m. on Wednesday, November 23rd (Thanksgiving Eve) be amended to approve closing all branches at 3 p.m. The motion passed unanimously.***

Mr. Rickey Jones moved, second by Mrs. Brown, to add Saturday, November 26th, to the calendar as a closed day at all JHLS libraries. The motion passed unanimously.

Mrs. Brown moved, second by Dr. Harrison, to add Saturday, December 24th (Christmas Eve), to the calendar as a closed day at all JHLS libraries. The motion passed unanimously.

New Business: ***Dr. Harrison moved, second by Mrs. Brown, to establish an annual ongoing Longevity Incentive program that will give a yearly payment to all employees in December of each year, said payment to become a part of the employee's salary package and to be paid as scheduled:***

<i>Part-time and 1-year and under employees:</i>	<i>\$75</i>
<i>Anyone who has been employed 1-5 years:</i>	<i>\$100</i>
<i>Anyone who has been employed 5-10 years:</i>	<i>\$150</i>
<i>Anyone who has been employed 10-15 years:</i>	<i>\$200</i>
<i>Anyone who has been employed 15-20 years:</i>	<i>\$250</i>
<i>Anyone who has been employed 20-25 years:</i>	<i>\$300</i>
<i>Anyone who has been employed more than 25 years:</i>	<i>\$350</i>

The motion carried unanimously.

Public Comments: There were no requests from the public to speak at the meeting.

Adjournment: ***5:56 p.m. Mrs. Bailey moved, second by Dr. Harrison, to adjourn the meeting. The motion passed unanimously.***