

JACKSON HINDS LIBRARY SYSTEM  
MINUTES JANUARY 25, 2017



ADMINISTRATIVE BOARD OF TRUSTEES  
REGULAR MEETING

*Approved by the Board of Trustees at Regular Meeting on February 22, 2017.*

Venue: Mr. Wayne McDaniels, Vice-Chairman, called the meeting to order at Eudora Welty at 4:12 p.m.

Present: Mrs. Virginia Bailey, Mrs. Sue Berry, Mrs. Imelda Brown, Mrs. Barbara Hadnott, Mr. Rickey Jones, Mr. Wayne McDaniels, Dr. Earline Strickland

Absent: Dr. Alferdteen Harrison, Mr. Chester Ray Jones, Mrs. Rosalyn Sylvester

Executive Session to Discuss Pending Litigation: Mr. McDaniels advised that the Executive Session had been cancelled.

Minutes: **MR. R. JONES MOVED THAT THE MINUTES BE APPROVED, SECOND BY MRS. BETTY. THE MOTION PASSED UNANIMOUSLY.**  
November 16, 2016

Administration Reports: Mr. Justin Carter, Assistant Director for Finance, presented the Finance Reports for November and December 2016.

**MR. R. JONES MOVED THAT THE FINANCIAL REPORT, THE CHECK REGISTER DATED NOVEMBER 9, 2016 - JANUARY 17, 2017, AND THE GIFTS AND DONATION REPORTS OF NOVEMBER – DECEMBER 2016, BE APPROVED AS PRESENTED, SECOND BY DR. STRICKLAND. THE MOTION PASSED UNANIMOUSLY.**

Mrs. Brenette Nichols, Assistant Director For Human Resources, presented the Human Resources Reports for November and December 2016.

**MRS. BROWN MOVED THAT THE HUMAN RESOURCES REPORTS BE APPROVED AS PRESENTED, SECOND BY MRS. HADNOTT. THE MOTION PASSED UNANIMOUSLY.**

Mrs. Miao Jin, Assistant Director for Technical Services, presented the Technical Services report and Branch Statistics.

**MRS. HADNOTT MOVED THAT THE TECHNICAL SERVICES REPORT AND BRANCH STATISTICS REPORT BY APPROVED AS PRESENTED, SECOND BY MRS. BROWN. THE MOTION PASSED UNANIMOUSLY.**

Committee Reports: Ms. McLean was asked on behalf of Mrs. Sylvester to present the draft committee assignments. Several Board members swapped committees. The amended committee list is to be sent to Mrs. Sylvester for assignment of committee chairs.

Chairman's Report: None.

Executive Director's Report: Mrs. Furr presented the Executive Director's Report dated January 25, 2017.

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Unfinished Business: With reference to the Executive Director's Report, the last Strategic Plan was for 2011-2016. JHLS is now out of compliance with the MLC Accreditation Standards. Mrs. Fuu asked Board members to consider giving 2-3 hours a week twice a month to work on the Strategic Plan, which is due before the end of May 2017.

- New Business:
1. ***MR. R. JONES MOVED TO APPROVE A FINE-FREE CHILDREN'S CARD WITH A THREE (3) BOOK LIMIT, SECOND BY MRS. BERRY. THE MOTION PASSED UNANIMOUSLY.***
  2. ***MR. McDANIELS MOVED TO APPROVE A TITLE CHANGE TO EACH ASSISTANT DIRECTOR: ASSISTANT DIRECTOR FOR HUMAN RESOURCES TO BECOME DIRECTOR OF HUMAN RESOURCES; THE ASSISTANT DIRECTOR FOR FINANCE TO BECOME DIRECTOR OF FINANCE; THE ASSISTANT DIRECTOR FOR TECHNICAL SERVICES TO BECOME DIRECTOR OF TECHNICAL SERVICES. SECOND BY MRS. HADNOTT. THE MOTION PASSED UNANIMOUSLY.***
  3. ***MR. McDANIELS MOVED TO CHANGE THE TITLE AND DUTIES OF THE 'ASSISTANT DIRECTOR OF PUBLIC SERVICES' TO 'DEPUTY DIRECTOR'. THE MOTION PASSED UNANIMOUSLY.***

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

Adjournment: ***MR. R. JONES MOVED TO ADJOURN, SECOND BY MRS. BERRY.*** The meeting adjourned at 5:15 p.m.