



Approved at the Board of Trustees Meeting September 27, 2017

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

Trustees Present: , Mrs. Sue Berry, Ms. Brenda Bethany, Mrs. Mary Garner, Mrs. Barbara Hadnott, Dr. Alferdteen Harrison, Mr. Chester Ray Jones, Mr. Rickey Jones, Mr. Wayne McDaniels, Dr. Earline Strickland, and Mrs. Rosalyn Sylvester

Trustees Absent: Mrs. Virginia Bailey and Mrs. Imelda Brown

Executive Session: **Mr. Rickey Jones moved, second by Mrs. Berry, that the Board of Trustees should move into Executive Session. The motion passed unanimously.**

Preliminary

Reports: **On motion by Mrs. Berry, second by Mr. Rickey Jones, it was agreed by acclamation that the Board would convene in Executive Session at 4:03 p.m. to:**

- 1) Discuss with JHLS Board attorney, JoJo Adams, certain matters relating to employees' personal and sick leave accounts; and,
- 2) Discuss with commercial realtor David Blount, via telephone conference, lease terms and related matters concerning options the two lease options for acquiring space to house a new Charles Tisdale Library.

The Executive Session was concluded at 4:42, and the regular meeting resumed.

In Regular Session, the discussion regarding housing Tisdale Library and the Administrative Staff at Welty Branch continued. The Trustees' general consenses were that Tisdale Branch remain in its proximate location as opposed to Metro Center Mall, and that Administrative Staff at Welty Library be moved as soon as possible; further, the Administrative Staff offices at Welty Branch be closed permanently as uninhabitable.

Mr. McDaniels expressed concerns about the rest of Welty Library similarly deteriorating. He also recommended that if Tisdale Library is relocated to the proposed location, the City should provide appropriate signage and crossing guards for the children using the library after school.

Mrs. Berry urged getting Tisdale Library and the Administrative Staff at Welty Library reseated promptly. Finally, all Trustees agreed that the Board of Trustees should submit to the Mayor and the City Council recommendations from the Board that the Mayor and City Council authorize a lease of \$500 per month to move the Administrative Staff, and that Tisdale Library also be relocated at the same site.

Ms. Bethany moved, second by Dr. Harrison, that the Board of Trustees submit a recommendation to the Mayor and City Council that they authorize leasing, at \$500 per month, moving the Administrative Staff at Welty Library and Tisdale



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Library to the old Virginia College property at 479-55 North, Bldg. B, Jackson 39206. The motion passed unanimously.

Minutes: It was noted that while Mr. Chester Ray Jones, Chairman of the Policy and Planning
May 24, 2017 Committee, was reported as being absent from the meeting, he was named in the
(Revised) minutes as having given the report for that committee. The minutes were corrected to show that Mrs. Furr gave the report in the stead of Mr. Jones.

Dr. Harrison moved, second by Mr. R. Jones, that the minutes, with the above revision, be approved as presented. The motion passed unanimously.

Administration Mr. Justin Carter, Assistant Director for Finance, presented the Financial Report for
Reports: June 2017 and July 2017, the Check Register (May 17, 2017 to July 19, 2017), and the Gifts and Donations Reports for April and June- 2017.

Dr. Harrison moved, second by Dr. Strickland, 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 June and July 2017.

Mrs. Berry moved, second by Dr. Strickland, 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 May and June 2017. She reported on several system purging activities in efforts to update and streamline, and also announced that three unnecessary items ("On Order" status items, Lyrasis membership, and Online Book Club database) have been purged, resulting in a saving of \$10,000, \$1,725 annually, and \$500 annually, respectively.

Mr. McDaniels moved, second by Dr. Harrison, to accept the Technical Services report as presented. The motion passed unanimously.

Ms. Kimberly Corbett, Deputy Director, presented the Public Services Report of the Library System's branches activities for June and July, 2017, and reported thoroughly on the Summer Reading Program, just concluded, and a full slate of activities at branches through the Library System.

Chairman's Mrs. Sylvester presented the Chairman's Report. She announced that she is
Report: continuing her visits to all library branches, having done so with her grandchildren during the Summer reading program. She is continuing to visit the branches, and attempts to engage the employees at each branch.

Committee
Reports: None.



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Executive

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

- Old Business:
- a. Motion to adopt the Violence in the Workplace Policy and Bullying in the Workplace Policy.
 - b. Motion to restrict the use of personal leave by new employees for the first six months of employment with the Jackson Hinds Library System.

Mr. McDaniels moved to table these items until the next meeting.

- New Business:
- *1. Motion to recommend the purchase or lease of the old Virginia College property at 479-55 North, Bldg. B, Jackson 39206, by the Jackson City Council for the purpose of replacing the current Tisdale Library that has been infected with toxic mold.

(This motion was covered, op. cit., by the motion made, seconded, and passed, earlier in the meeting, to-wit: ***Ms. Bethany moved, second by Dr. Harrison, that the Board of Trustees submit a recommendation to the Mayor and City Council that they authorize leasing, at \$500 per month, moving the Administrative Staff at Welty Library and Tisdale Library to the old Virginia College property at 479-55 North, Bldg. B, Jackson 39206. The motion passed unanimously.***)

*2 Motion to allow the Executive Director, Patty Furr, in coordination with the City, to make arrangements to relocate the Welty Library administrative staff who are affected by the hold, to office space in the above old Virginia College Building at 4795 I-55 North, Bldg. B, Jackson 39206, in order to provide library administrative staff a clean, safe work environment.

(Ibid., Bethany motion.)

*3. Motion to close Welty Library on Sunday, September 3, 2017, for the Labor Day Holiday.

Mr. McDaniels moved, second by Dr. Harrison, to close Welty Library on Sunday, September 3, 2017, for the Labor Day Holiday. The motion passed unanimously.

*4 Motion to approve request of Mississippi Blood Services' to set up a donation bus in the parking lot Welty Library on September 13 and possibly once a month or once every three months at other library locations.



Approved at the Board of Trustees Meeting September 27, 2017

Dr. Harrison moved, second by Ms. Bethany, to approve the request of Mississippi Blood Services to set up a donation bus in the parking lot of Welty Library on September 13 and possibly once a month or once every three months at other library locations, with the condition that the Executive Director properly vet and approve liability considerations. The motion passed unanimously.

*5. Motion to reallocate the expenses of \$12,500 and \$539.95 accrued from the EnviroCare mold remediation expenses and the subsequent sheetrock repair and repainting expenses from the regular fund account to the Building and Expansion account.

Dr. Harrison moved, second by Ms. Bethany, that the expenses of \$12,500 and \$539.95 accrued from the EnviroCare mold remediation expenses and the subsequent sheetrock repair and repainting expenses be reallocated from the regular fund account to the Building and Expansion accounts. The motion passed unanimously.

*6. Motion to approve library disposal list.

Mr. McDaniels moved, second by Mrs. Berry, to approve the library disposal list. The motion passed unanimously.

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

Adjournment: ***5:40 p.m.: Mr. McDaniels moved, second by Dr. Strickland, to adjourn the meeting. The motion passed unanimously.***

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Virginia S. Bailey", is written over a horizontal line.

Mrs. Virginia S. Bailey, Secretary
JHLS Administrative Board of Trustees