



Approved at the Board of Trustees Meeting on October 25, 2017

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

Trustees Present: Mrs. Virginia Bailey, Mrs. Sue Berry, Ms. Brenda Bethany, Ms. Lolita Bolden, Mrs. Imelda Brown; Mrs. Mary Garner, Dr. Alferdteen Harrison, Mr. Chester Ray Jones, Rev. Wayne McDaniels, Dr. Earline Strickland, Mrs. Rosalyn Sylvester

Trustees Absent: Mrs. Barbara Hadnott, Rev. Danny Ray Hollins, and Mr. Rickey Jones

New Trustees: Mrs. Furr acknowledged and introduced to the Board Ms. Lolita Bolden, representing Hinds County District 4.

Minutes: **Mrs. Brown moved, second by Mrs. Garner, to approve the Minutes of the Board August 23, 2017. of Trustees meeting of Wednesday, August 23, 2017. The motion passed unanimously.**

Administration Reports: Mr. Justin Carter, Assistant Director for Finance, presented the Financial Report for August, the Check Register (August 16 to September 20, 2017), and the Gifts and Donations Reports for August 2017.)
Dr. Harrison moved, second by Mrs. Bailey, 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 August 2017. It was suggested that on future reports, the category termed "Terminations" be changed to "Resignations" for those employees who did, in fact, resign.

Rev. McDaniels moved, second by Mrs. Garner, 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 August 2017. Mrs. Jin reported on continuing system purging activities, her success in negotiating a much lower annual subscription rate for the Universal Class database, and activities with sorting a multitude of donated books and materials.

Ms. Kimberly Corbett, Deputy Director, presented the Public Services Report of the Library System's branches activities for August 2017.



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Chairman's Report: Mrs. Sylvester presented the Chairman's Report, announcing the Board's need for new officers for the fiscal year beginning on October 1, 2017, and ending on September 30, 2018.

The Trustees discussed possibilities as to the election of new officers. Dr. Strickland noted, regarding committee activity, that committees are formed but have done very little, and she suggested that more information about committee activities be included in the minutes.

Rev. McDaniels moved, second by Dr. Strickland, that a nominating committee of three Trustees: Rev. McDaniels, Mr. C.R. Jones, and Mrs. Garner be appointed to have a slate of officers prepared for the Board Meeting in October, and that new officers would be voted on and take office the same day. The motion carried.

Committee Reports: Budget Committee: The proposed budget for FY2017-2018 was presented to the Board. Mrs. Furr explained the several economic realities affecting the budget. The Board engaged in lively discussion of possibilities, including the Board's communicating directly – "stepping up" -- with funding authorities for expense requests and outlining the effects of those requests being denied or withheld.

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

New Business: *1. Motion approve a one year lease on 1929 square feet of office space for the administration staff at the River Hills building next to Regions Bank at 1675 Lakeland Drive for \$1,900 per month in rent.

Mrs. Bethany moved, second by Mrs. Berry, that the lease be approved as presented. Ms. Bolden, Dr. Harrison, and Mr. C.R. Jones abstained from voting; Rev. McDaniels opposed the motion; Mrs. Bailey, Mrs. Berry, Mrs. Bethany, Mrs. Brown, Mrs. Garner, Dr. Strickland, and Mrs. Sylvester voted in favor of the motion. The motion carried.

*2. Motion to approve new, reduced hours and staffing for county library branches due to a \$40,000 shortfall in the allocation from Hinds County.

Mrs. Berry moved, second by Mrs. Bailey to approve the new hours and staffing as proposed. The motion passed unanimously.

*3. Motion to approve the proposed budget for FY 2017-2018.

Mrs. Berry moved, second by Dr. Strickland, to approve the budget as presented. The motion carried unanimously.



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*4. Motion to approve paying the yearly MLA membership dues for all full-time MLS degreed librarians. The total cost would be \$280.00.

Dr. Strickland moved, second by Mrs. Berry, to approve paying the yearly MLA membership dues for all full-time MLS degreed librarians. The motion carried unanimously.

*5. Motion to begin implementing the existing policy of randomly testing employees for drugs.

Dr. Strickland tabled the motion for a later meeting. No other action was taken.

Public Comments: Caroline Ellis requested permission to use the meeting room, at no cost, at Lois A. Flagg Library in Edwards to provide tutoring for a young teenager. The Board tabled her request until it could get a legal opinion on the legality of Ms. Ellis's request.

Adjournment: ***6:30 p.m.: Mrs. Berry moved, second by Mrs. Bailey, to adjourn the meeting. The motion passed unanimously.***

Respectfully submitted,

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