



**MINUTES OF SPECIAL CALLED MEETING HELD ON DECEMBER 4, 2018**

**APPROVED BY THE ADMINISTRATIVE BOARD OF TRUSTEES AT ITS SPECIAL CALLED MEETING ON DECEMBER 14, 2018**

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Eudora Welty Library

Call to Order: Chairman Rickey Jones called the meeting to order at 2:00 p.m.

Roll Call: **Trustees Present:** Mrs. Sue Berry, Mrs. Imelda Brown, Mrs. Mary Garner, Dr. Alferdteen Harrison, Rev. Danny Ray Hollins, Mr. Rickey Jones, Rev. Wayne McDaniels, Dr. Earline Strickland, and Mrs. Rosalyn Sylvester

**Trustees Absent:** Mrs. Brenda Bethany, and Mr. Chester Ray Jones

**Also Present:** Mrs. Patty Furr, Executive Director; Ms. Kimberly Corbett, Deputy Director; Mr. Justin Carter, Director of Finance; Mrs. Brenette Nichols, Director of Human Resources; Mrs. Miao Jin, Director of Technical Processing; and, Mrs. Judith Turnage, Executive Secretary

Minutes, A quorum not having been present at the Regular Meeting on November 28, 2018, October 24, 2018 the minutes of the Regular Meeting of October 24, 2018, had not yet been approved.

***Dr. Harrison moved, second by Mrs. Garner, to approve the draft minutes of the regular meeting of the Board of Trustees on Wednesday, October 24, 2018, as presented. The motion carried.***

Approval of Agenda: Chairman Jones requested that proposed Motion #4, relating to changing attorney representation and compensation listed in New Business, be moved to committee for review and analysis before being presented to the Board of Trustees as a motion.

Rev. Wayne McDaniels requested a motion be added to move the monthly meeting date from the fourth Wednesday to the fourth Tuesday.

***Both proposals considered by the Board, Rev. Hollins moved, second by Mrs. Garner, to approve the Agenda as revised and to set Regular Meetings of the Board of Trustees on the fourth Tuesday of the month rather than the fourth Wednesday. The motion carried.***

Old Business: **None.**

New Business : \*1. Motion to approve Wednesday, December 26, as a holiday for all JHLS employees in lieu of Confederate Memorial Day.

Mrs. Furr explained that Welty Library would be open on December 26, and the JHLS employees working that day would accrue a "floating holiday" to be taken at another time.



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***Mrs. Garner moved, second by Dr. Harrison, to approve Wednesday, December 26, as a holiday for all JHLS Library, excepting Welty Library, in lieu of Confederate Memorial Day, and that the employees working at Welty Library on December 26 will accrue a "floating holiday" to be taken at another time. The motion carried.***

- \*2. Motion to request the By-Laws Committee to meet to develop policy for Trustees to approved all JHLS expenditures of \$5,000 or more prior to the funds being disbursed.

It was agreed without a vote to table this item pending the By-Laws Committee's review and analysis before presenting it to the Board of Trustees as a motion.

- \*3. Motion to approve a plan to restore library services to the Tisdale community.

It was agreed without a vote to table this item pending the Facilities Committee's review and analysis before presenting it to the Board of Trustees as a motion.

- \*4. Motion to change the Compensation Agreement for legal advice and counsel from an hourly rate basis to a fixed retainer for attending Board meetings and providing limited hours each month to library administration.

It was agreed in discussion of the Meeting Agenda, above, and approved by motion, that this item be moved to committee for review and analysis before being presented to the Board of Trustees as a motion.

- \*5. Motion to authorize Board Chairman, Rickey Jones, to write a letter to the Hinds County Board of Supervisors requesting the transfer of all funds in the Unallocated Fund Balance account by Monday, December 3, 2018, in order to fund December operations of the Jackson Hinds Library System.

***A motion was made and seconded that the Board had a need to move into Executive Session to consider this matter. Mrs. Brown moved, second by Rev. McDaniels, to move into Executive Session. The motion carried, and the Board moved into Executive Session at 2:29 p.m.***

Executive Session: ***A motion was made, seconded, and carried unanimously that the Board end its Executive Session and return to the Called Meeting at 3:25 p.m.***

Chairman Jones, in the reassembled Called Meeting, announced that the Board of Trustees, in its Executive Session, had taken the following actions:



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***A motion was made by Dr. Strickland, seconded by Rev. McDaniels, and carried unanimously, seconded, and carried unanimously to rescind recent JHLS action and proposed recommended revision regarding the "Unallocated Fund Balance" from Hinds County. A letter will be written immediately to the Hinds County Board of Supervisors stating JHLS's rescission of its proposed recommended revision and its plan to reinstate the previous arrangement of monthly distribution of millage with the understanding that the Supervisors authorize the immediate release of funds for the months of October 2018, November 2018, and December 2018.***

Administration \*Mr. Justin Carter, Director for Finance, had presented the Financial Report for  
Reports: October 2018, the Check Register from October 17, 2018, to November 20, 2018, and the Gifts and Donations Report for October 2018 to the Trustees at the Regular Meeting of the Board of Trustees on November 28, 2018. Chairman Jones asked if any Trustee had a question about any of the financial reports then presented; there being no questions,

***Dr. Harrison moved, second by Dr. Strickland, to approve the Financial Report for October 2018, the Check Register from October 17, 2018, to November 20, 2018, and the Gifts and Donations Report for October 2018 as presented to the Trustees at the Regular Meeting of the Board of Trustees on November 28, 2018. The motion carried.***

\*Mrs. Brenette Nichols, Director for Human Resources had presented the Human Resources Reports for September 2018 to the Trustees at the Regular Meeting of the Board of Trustees on November 28, 2018. Chairman Jones asked if any Trustee had a question about any of the human resources reports then presented; there being no questions,

***Dr. Strickland moved, second by Mrs. Garner, to approve the Human Resources Reports for November 2018 as presented to the Trustees at the Regular Meeting of the Board of Trustees on November 28, 2018. The motion carried.***

The Director for Technical Processing, Mrs. Miao Jin, and the Deputy Director, Ms. Kimberly Corbett, presented their written reports for October 2018 as inclusions with the Board Packets sent to the Trustees for their review prior to the Regular Meeting on November 28, 2018. No Trustee having a question about either report,



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***Mrs. Berry moved, seconded by Mrs. Garner, that the reports of the Director for Technical Processing and the Deputy Director be accepted as presented. The motion carried.***

Board Chairman's Report: Chairman Jones made no report.  
Executive Director's Report: Mrs. Furr made no report.  
Committee Reports: None.

Date, Time, and Location for next Regular Meeting : ***Mrs. Sylvester moved, seconded by Mrs. Brown that the next Regular Meeting of the Board of Trustees be set for Tuesday, January 22, 2019, at 4:00 p.m., at the Richard Wright Library, The motion carried.***

Public Comments: None.

Adjournment : Chairman Jones called the meeting adjourned at 3:30 p.m.