



Approved at the Board of Trustees Meeting May 24, 2017.

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

Trustees Present: Mrs. Virginia Bailey, Ms. Brenda Bethany, Mrs. Imelda Brown, Mrs. Mary Garner, Mrs. Barbara Hadnott, Dr. Alferdteen Harrison, Mr. Chester Ray Jones, Mr. Rickey Jones, Dr. Earline Strickland, and Mrs. Rosalyn Sylvester

Also Present: Mr. Scott Hodges of Tann, Brown & Russ Co., PLLC

Trustees Absent: Mrs. Sue Berry and Mr. Wayne McDaniels

New Trustees: Mrs. Rosalynn Sylvester, Chairman, called the meeting to order at 4:07 p.m. and introduced and welcomed two new Trustees to the Board: Mrs. Mary Garner, appointed from Hinds County, District 2, and Ms. Brenda Bethany, appointed from the City of Jackson, Ward 1.

Auditor's Presentation: Mr. Scott Hodges, of the accounting firm Tann, Brown & Russ Co., PLLC, presented the firm's annual audit of the Library System's financial statements for the fiscal year ended September 30, 2016, and discussed the main topics of the audit. He reported that the annual audit had been furnished to and accepted by the Mississippi Library Commission on March 31, 2017.

Dr. Strickland moved, second by Mr. Rickey Jones, to accept the auditor's report as presented for the fiscal year ended September 30, 2016. The motion passed unanimously.

Mr. Hodges left the meeting at 4:38 p.m.

Dr. Strickland complimented Mrs. Furr on her efforts and success with managing a very strict budget and suggested that the Board of Trustees needs to be more proactive and seek ways to generate funds from other than current city and county sources. Along those lines, Dr. Harrison requested Mrs. Furr to recommend "targets" of possible additional funding sources in the Trustees' own districts and wards for the Trustees to pursue individually.

Minutes: ***Dr. Harrison moved, second by Dr. Strickland, to approve the Minutes of the Board of***
April 26, 2017 ***Trustees meeting of Wednesday, March 29, 2017. The motion passed unanimously.***

Administration Reports: Mr. Justin Carter, Assistant Director for Finance, presented the Financial Report for March 2017, the Check Register (March 15, 2017 through to April 19, 2017), and the Gifts and Donations Report for March 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 March 2017.



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Mr. Chester Ray Jones 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 March 2017.

Ms. Kimberly Corbett, Deputy Director, presented the Public Services Report of the Library System's activities for March and April, 2017, and plans for upcoming Summer Reading Program. Ms. Corbett discussed the recent Staff Development Day on April 24, 2017, and noted with appreciation Dr. Strickland's and Mr. Rickey Jones's participation. She also thanked Mr. Rickey Jones for attending the Easter Egg Hunt at Quisenberry Library.

Committee Reports: Personnel and Evaluation Committee: Mr. Rickey Jones, Chair, reported that the evaluation for the Executive Director will be submitted by May 31, 2017.

Policy and Planning Committee: Mr. Chester Ray Jones, Chair, reported on the status in committee of the proposed Violence in the Workplace Policy. It was proposed that language be included in the Policy indicating that the Jackson Police Department and the Hinds County Sheriff's Office would be made aware of the Policy. It was suggested that, when the Policy is complete and has been approved by the Board of Trustees, the law enforcement entities be sent a copy of the Policy by certified mail to provide confirmation of receipt.

Strategic Planning Committee: Mrs. Rosalyn Sylvester, Chair, reported that the committee would meet on May 9 to begin developing a Strategic Plan for the Library System for the next five years.

Chairman's Report: Mrs. Sylvester reported that she has been visiting every library branch and talking with library staff.

Executive Director's Report: Mrs. Furr presented the Executive Director's Report. She discussed the plans for the annual Summer Reading Program and reported on cooperation between the Library System and Jackson Public Schools such that JPS will accept the JHLS Summer Reading Program student reading logs and credit those students at school for the books read. She reported that Friends of the Library will continue to be involved with the Summer Reading Program.

Mrs. Furr discussed the flooding at the Tisdale Branch and suggested that an alternate location for the branch may be necessary. The Trustees discussed the situation but no action was decided pending further review.



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Unfinished Business: The motion to approve the Violence in the Workplace Policy was tabled until the next meeting of the Board.

There was no other unfinished business.

New Business: 1. Motion to approve sale in libraries of library-branded pens, at 50 cents each, and pencils, at 25 cents each.

Dr. Strickland moved, second by Ms. Bethany, to approve the sale in library branches of library-branded pens, at 50 cents each, and pencils, at 25 cents each, and that the Board be provided with regular reports of sales. The motion passed unanimously.

2. Motion to approve a week of amnesty for all patrons on currently checked-out library materials during week of May 15 through May 20, 2017.

Mrs. Hadnott moved, second by Dr. Harrison, to approve fine amnesty during the week of May 15 through May 20, 2017, for all patrons on currently checked-out library materials. The motion passed unanimously.

3. Motion to approve travel for Executive Director, Patty Furr, to the ALA Annual Conference in Chicago, June 22 through June 26.

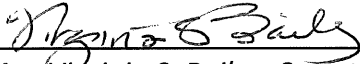
Dr. Harrison moved, second by Dr. Strickland, to approve travel for the Executive Director to the American Library Association's Annual Conference in Chicago, June 22 through June 26. The motion passed unanimously.

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

Extemporaneous New Business: Dr. Strickland requested that the Board be furnished with regular updates on the Library's System's audit compliance. No motion was put forward, and no action was decided.

Adjournment: **6:08 p.m.:** *Dr. Strickland moved, second by Mrs. Brown, to adjourn the meeting. The motion passed unanimously.*

Respectfully submitted,



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