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*Approved by the Board of Trustees at its Regular Meeting on March 28, 2018*

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Venue: Richard Wright Library, 4:08 p.m.

Call to Order: Mrs. Rosalyn Sylvester, Chairman, called the meeting to order at 4:00 p.m.

Roll Call: ***Trustees Present at 4:00 p.m.***: Mrs. Virginia Bailey, Mrs. Sue Berry, Mrs. Connie Cochran, Dr. Alferdteen Harrison, Dr. Earline Strickland, and Mrs. Rosalyn Sylvester, ***Trustees Present at 4:30 p.m. (establishing a quorum)***: Mr. Rickey Jones, and Rev. Wayne McDaniels  
***Trustees Absent***: Mrs. Brenda Bethany, Mrs. Imelda Brown, Mrs. Mary Garner, Rev. Danny Ray Hollins and Chester Ray Jones

Minutes, November 29, 2017: ***Mrs. Cochran moved, second by Mrs. Berry, to approve the amended draft minutes of the regular meeting of the Board of Trustees on Wednesday, November 29, 2017. The motion carried.***  
And

Minutes, January 24, 2018: ***Dr. Harrison moved, second by Dr. Strickland, to approve the draft minutes, with the minor corrections noted and made, of the regular meeting of Board of Trustees on Wednesday, January 24, 2018.***

Approval of Agenda: ***Mrs. Cochran moved, second by Mrs. Berry, to approve the Agenda for the current meeting as presented. The motion carried.***

Old Business: ***Mrs. Berry moved, second by Dr. Strickland, to approve, as presented, the proposed resolution honoring Mr. Percy King for his years of contributions to and steadfast support of the Library System, proposing additionally that a picture of Mr. King and a copy of the Memorium be placed at every Summer Reading Program throughout the Library System. The motion carried unanimously.***

New Business : \*1. Motion to withdraw \$2,500 from proceeds of the sale of books from the Metro Center Book Sale, February 28 being its last day of operation, to purchase new DVDs and CD books for the Library System.

***Dr. Harrison moved, second by Mrs. Cochran, to approve the Library System's withdrawing \$2,500 from the proceeds of the final Metro Center Book Sale for purchased of new DVDs and CD books for the Library System. However, Rev. McDaniels moved that the motion be tabled until the next meeting to afford him time to consider the matter. His motion was seconded, and the proposed motion was tabled.***

\*2. Motion to eliminate the current \$1.00 fee on new DVDs for the first three (3) months in circulation.



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***Mrs. Cochran moved, second by Mrs. Bailey, to eliminate the current \$1.00 fee on new DVDs for the first three (3) months in circulation to promote circulation of them. The motion carried unanimously.***

\*3. Motion to ban all audio and video recordings in the workplace without the consent of a supervisor or all parties to the conversation.

Mrs. Bailey and other Trustees questioned, among other things, how such a ban could be reinforced, and the conclusion was reached that the matter be tabled for the moment and referred to both the Policy Committee and the Library System's attorney for guidance.

***Mr. Rickey Jones moved, second by Mrs. Berry, that the motion be tabled with the expectation that the Policy Committee and the Library System's attorney will make recommendations as to how to institute the motion. The motion to table carried unanimously.***

Administration Reports: Finance Report \*Mr. Justin Carter, Director for Finance, presented the Financial Report for February 2018, the Check Register from February 20, 2018 to March 21, 2018, and the Gifts and Donations Report for February 2018.

***Mrs. Cochran moved, second by Mr. Rickey Jones, to approve the Financial Report, the Check Register, and the Gifts and Donations Report as presented. The motion carried unanimously.***

Human Resources Report: \*Mrs. Brenette Nichols, Director for Human Resources presented the Human Resources Report for February 2018.

***Dr. Harrison moved, second by Mr. Rickey Jones, to approve the Human Resources Report for February as presented. The motion carried unanimously.***

Deputy Director and Technical Services Reports: Deputy Director, Ms. Kimberly Corbett, and the Director for Technical Processing, Mrs. Miao Jin, presented their reports, which do not require an approval vote from the Board, for February 2018. The Trustees did not have any questions about the information in either report.

Executive Director's Report: Mrs. Furr presented her Executive Director's report, which listed dates for upcoming events and contained additional information about proposed motions before the Board. She also discussed 1) training dates for Trustees and Administrative Staff with the Mississippi Library Commission; 2) the Strategic Planning Committee's work on revising and updating the Library System's current Strategic Plan; 3) the American Library Association's annual convention in New Orleans in June; and, 4) the



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presentation of the 2017 Annual Audit of the Library System at the April Board Meeting.

Mrs. Furr announced that the owner of the Metro Center Mall is closing much of the space in the mall, including the book store for JHLS, which will close on February 28, 2018.

Mrs. Furr distributed 1) a copy of an Incident Report, the new form of which was approved recently by the Board on November 29, 2017, and 2) a Comparison of starting library salaries between several Mississippi libraries that responded to a request for that information.

Several Trustees questioned the condition of the deterioration of Welty Library, which continues to be only partially habitable, and the status of Tisdale Library, which has been closed for several months. Mrs. Cochran asked about a possible law suit for the poor workmanship which, it is presumed, has caused the roof at the Welty Library to leak to such a degree of degradation, and Mrs. Berry questioned possible insurance proceeds for the damages to and lost revenue from the Tisdale Library.

***Dr. Strickland moved, second by Dr. Harrison, that an ad hoc subcommittee of the Board's Facilities Committee be formed to prepare written recommendations regarding the obstacles to both the Welty and Tisdale Libraries, such report to be presented personally to the Library System's funding authorities personally. The motion carried unanimously.***

Date, Time, and Location for next Regular Meeting : ***Mrs. Berry moved, second by Dr. Harrison, that the next Regular Meeting of the Board of Trustees be on Wednesday, March 28, 2018, at 4 PM, at the Eudora Welty Library. The motion passed unanimously.***

Public Comments : Three members of the public addressed the Board briefly regarding posting matters of interest to the general public on library bulletin boards, the formation of Friends Groups, and acquiring access to place books in the library for sale. Mrs. Furr replied: 1) that community bulletin boards can be, and are, placed in all library branches, 2) queries regarding Friends Groups should be referred to the Mississippi Library Commission, which oversees such groups, and 3) commercial activities are banned in public libraries.

**JACKSON HINDS LIBRARY SYSTEM  
MINUTES FEBRUARY 28, 2018**



**ADMINISTRATIVE BOARD MEETING  
REGULAR MEETING**

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Adjournment : ***5:52 p.m.: Mrs. Berry moved, second by Mrs. Cochran, to adjourn the meeting.  
The motion passed unanimously.***

Respectfully submitted,

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Mrs. Brenda Bethany, Secretary  
JHLS Administrative Board of Trustees