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

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Venue: Quisenberry Library, 4:08 p.m.

Call to Order(1): Owing to absences of the Chairman and Vice Chairman and declination of the Secretary to chair the meeting, Mrs. Sue Berry, Board Treasurer, called the meeting to order at 4:08 p.m.

Roll Call(2): ***Trustees Present:*** Mrs. Virginia Bailey, Mrs. Sue Berry, Ms. Brenda Bethany, Mrs. Imelda Brown, Mrs. Mary Garner, Dr. Alferdteen Harrison, Rev. Danny Ray Hollins, Mr. Chester Ray Jones, and Dr. Earline Strickland  
***Trustees Absent:*** Mrs. Connie Cochran, Mr. Rickey Jones, and Mrs. Rosalyn Sylvester

Minutes (3), November 29, 2017: Two errors were noted in the draft minutes of the regular meeting of the Board of Trustees on November 29, 2017: The moving parties in the motion for the time and venue of the next meeting were misidentified as Mrs. Cochran and Mrs. Bailey, and  
Minutes, January 24, 2018 whereas the correct parties were Mrs. Cochran and Mrs. Berry. The moving parties in the motion for the meeting's adjournment were misidentified as Mrs. Cochran and Mrs. Bailey, whereas the correct parties were Mrs. Berry and Dr. Harrison.

***Mrs. Bailey moved, second by Ms. Bethany, to table approval the draft minutes of the regular meeting of Board of Trustees on Wednesday, November 29, 2017, pending correction of them, until the next regular meeting on February 28, 2018. The motion carried unanimously.***

Approval of Agenda(4): ***Mrs. Cochran moved, second by Mrs. Berry, to approve the Agenda for the current meeting as presented. The motion carried unanimously.***

Old Business(5): ***Mr. C. R. Jones proposed a motion, second by Dr. Strickland, to prepare a Resolution for review at the next regular meeting of the Board of Trustees honoring Percy King for his years of contributions to and steadfast support of the Library System. The motion carried unanimously.***

Executive Director's Report (6): Mrs. Furr's Executive Director's report discussed several items, including the reasons for the foregoing motions that had been presented to the Trustees for their approval.

Mrs. Furr also announced that 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.



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Mrs. Furr discussed the continuing search and various possibilities for space for the Tisdale Library and the Library System's administration offices as the current space for those offices must be vacated by September 30, 2018.

Mrs. Furr addressed the Trustees' concerns about the Board's directly making recommendations to the City Council and Board of Supervisors about Tisdale Library and Welt Library, funding for the Library System and related matters. Ensuing discussion resulted in no approved action but the proposition that the Trustees should make their desires clearly known to the Executive Director that she would serve as their voice, their representative, before those governing bodies.

New Business (7): \*1. Motion to purchase a 2005 Ford Taurus with 53,000 miles for \$2,300, or, if that is not available, 2005 Ford Taurus with 78,000 miles for \$2,300.

***Dr. Strickland moved, second by Mrs. Bailey, to purchase a 2005 Ford Taurus with 53,000 miles for \$2,300, or, if that is not available, 2005 Ford Taurus with 78,000 miles for \$2,300. The motion carried unanimously.***

\*2. Motion to require library card holders to have all library fines and fees be paid by January 1, 2019, to qualify for computer use for the normal 3-hour time period (two 90-minute sessions per day). Customers with unresolved balances will still qualify for a guest pass of 60 minutes (30 minutes twice per day).

***Dr. Strickland moved, second by Mrs. Brown, to require library card holders to have all library fines and fees be paid by January 1, 2019, to qualify for computer use for the normal 3-hour time period (two 90-minute sessions per day) and that Customers with unresolved balances will still qualify for a guest pass of 60 minutes (30 minutes twice per day). The motion carried unanimously/.***

\*3. Motion to actively enforce the previously adopted policy (effective January 28, 2015) limiting the size of duffle bags, luggage, framed backpacks and bedrolls sized over 2 feet by 2 feet in all JHLS Libraries.

***Dr. Strickland moved, second by Mrs. Brown, to actively enforce the previously adopted policy (effective January 28, 2015) limiting the size of duffle bags, luggage, framed backpacks and bedrolls sized over 2 feet by 2 feet in all JHLS Libraries. The motion carried unanimously.***

\*4. Motion to actively enforce the previously adopted policy (effective October 1, 2012) regarding random alcohol and drug screening through the use of urine sampling. Candidates will be randomly selected by a third party and given



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New Business (con't.) three (3) days to comply. Failure to comply by the deadline is cause for immediate suspension and possible discharge.

***Dr. Strickland moved, second by Mrs. Garner, to actively enforce the previously adopted policy (effective October 1, 2012) regarding random alcohol and drug screening through the use of urine sampling, that candidates will be randomly selected by a third party and given three (3) days to comply, and, that failure to comply by the deadline is cause for immediate suspension and possible discharge. The motion carried unanimously.***

\*5. Motion to raise meeting room fees at libraries from \$20.00 to \$25.00 for a four-hour session and from \$40.00 to \$50.00 for an eight-hour session.

***Mrs. Bailey moved, second by Dr. Harrison, to raise meeting room fees at libraries from \$20.00 to \$25.00 for a four-hour session and from \$40.00 to \$50.00 for an eight-hour session. The motion carried unanimously.***

Administration Reports (8):  
Finance Report (10 min.) \*Mr. Justin Carter, Director for Finance, presented the Financial Reports for December 2017 and January 2018, the Check Register (January 17, 2018 to February 20, 2018), and the Gifts and Donations Reports for December 2017 and January 2018.

***Dr. Strickland moved, second by Mr. C. R. Jones, to approve the Financial Reports, the Check Register, and the Gifts and Donations Report as presented. The motion carried unanimously.***

Human Resources Report (5 min.): \*Mrs. Brenette Nichols, Director for Human Resources presented the Human Resources Report for February 2018.

***Dr. Strickland moved, and the motion was seconded, to approve the Human Resources Report for February as presented. The motion carried unanimously.***

Deputy Director and Technical Services Reports (cont.): Deputy Director, Ms. Kimberly Corbett, and the Director for Technical Processing, Mrs. Miao Jin, submitted written reports, which do not require an approval vote from the Board, in the Board Packet for the regular meeting on January 24, 2018. The Trustees did not have any questions about the information in the referenced reports.



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Committee Reports (9): The Nominating Committee, represented at the meeting by Mr. C. R. Jones and Mrs. Garner, presented a slate of officers to finish out the fiscal year ending September 30, 2018:

Chairman: Mrs. Rosalyn Sylvester, who was elected by a majority of the Trustees present with Mr. C.R. Jones and Dr. Earline Strickland abstaining.

Vice Chairman: Mr. Rickey Jones, who was elected unanimously

Secretary: Ms. Brenda Bethany, who was elected unanimously

Treasurer: Mrs. Sue Berry who was elected unanimously

***Mrs. Bailey moved that the slate of officers be approved as presented and that a vote be taken: Accordingly, Mr. Rickey Jones was unanimously elected as Vice Chairman, Ms. Brenda Bethany was elected as Secretary, and Mrs. Sue Berry was unanimously elected as Treasurer. Mrs. Rosalyn Sylvester was elected Chairman by a majority of the Trustees, with Mr. C. R. Jones and Dr. Earline Strickland abstaining.***

The Nominating Committee concluded its business by announcing it would meet in August to prepare a slate of officer candidates to propose to the Board of Trustees at its Regular Meeting.

Date, Time, and Location for next Regular Meeting (10): ***A motion was made and seconded that the next Regular Meeting of the Board of Trustees be on Wednesday, January 25, 2018, at 4 p.m., at the Quisenberry Library in Clinton. The motion passed unanimously.***

Public Comments (11): None.

Adjournment (12): ***5:30 p.m.: Mrs. Berry moved, second by Dr. Harrison, to adjourn the meeting. The motion passed unanimously.***

Respectfully submitted,

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