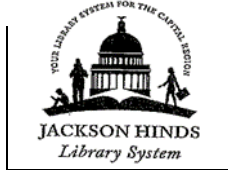


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 Approved at its Regular Board Meeting on February 22, 2022*

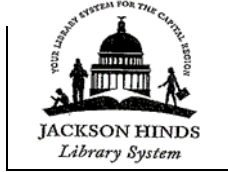
VENUE: Eudora Welty Library / Virtual Meeting

CALL TO ORDER:	Chairman Rickey Jones called the meeting to order at 4:20 p.m., noting that a quorum was present.
MEDITATION:	Mr. Chester Ray Jones, at Chairman Rickey Jones’s request, delivered the meditation and invocation for the meeting
ROLL CALL:	<p><u>Trustees Present at Welty Library or via Virtual Conference:</u> Chairman Rickey Jones, Mr. Chester Ray Jones, Dr. Alferdteen Harrison, and Mrs. Mary Garner</p> <p><u>Trustees Absent:</u> Dr. Earline Strickland and Rev. Danny Hollins</p> <p><u>Also Present via GoToMeeting/Virtual Conference:</u> Ms. Kimberly Corbett (Interim Executive Director), Mr. Justin Carter (Director of Finance), Mrs. Brenette Nichols (Director of Human Resources), Ms. Miao Jin (Director of Technical Processing), Mr. Raymond Fraser (JHLS Attorney), Ms. Shannon Presley (IT Administrator), and Mrs. Judith Turnage (Executive Secretary)</p>
APPROVAL OF MINUTES: NOVEMBER 30, 2021	<p>Chairman Jones asked if there were any questions or any changes proposed to the revised draft minutes of the Regular Board Meeting on November 30, 2021.</p> <p><i>Dr. Harrison moved, second by Mr. Chester Ray Jones, to approve the draft minutes for the meeting of November 30, 2021, as proposed. There being neither objections nor abstentions, the motion carried.</i></p>
APPROVAL OF AGENDA:	<p>Chairman Jones requested additions to the agenda Under Old Business, he added reports on Byram Library, Willie Morris Library, Richard Wright Library, and the RFP (Request for Proposal) for insurance coverage for the next insurance period.</p> <p><i>Mrs. Garner moved, second by Dr. Harrison, to accept the agenda as revised and proposed. There being neither objections nor abstentions, the motion carried.</i></p>
ADMINISTRATION REPORTS: Financial Report:	<p>Director, Justin Carter</p> <ul style="list-style-type: none"> *Financial Report – December 2021 through January 2022 *Check Register – December 1, 2021 to January 19, 2022 *Gifts and Donations Report for December 2021 <p>Mr. Carter reviewed his Financial Report as presented in the Board packet, reported that facilities projects and maintenance projects are proceeding as planned, and answered questions as posed by the Trustees.</p> <p><i>Dr. Harrison moved, second by Mrs. Garner, that Mr. Carter’s Financial Reports be approved as proposed and presented. There being neither objections nor abstentions, the motion carried.</i></p>



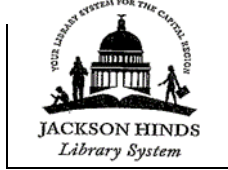
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	<p>As for facilities, Mr. Carter updated the Board on the furnishings for Hamer Library, remaining issues concerning heating, glass and lights for Richard Wright Library, and the possible purchase of new vehicles for the Library System toward the end of the year. Additionally, Mr. Carter and Ms. Corbett discussed possible timekeeping methods for the Capital City guards for back-up invoicing purposes.</p>
<p>Human Resources Report:</p>	<p>Director, Mrs. Brenette Nichols</p> <p>Mrs. Nichols reviewed her Human Resources Report for November 2021 through January 2022 as presented in the Board packet and answered questions as posed by the Trustees.</p> <p>Chairman Jones inquired as to the status of hiring a branch manager for Richard Wright Library, stating it had been the Board’s expectation that such hiring had been underway. He emphasized the importance of having the Richard Wright branch fully staffed immediately, and he requested that a report be sent to the Board of Trustees by Tuesday, February 1, 2022, apprising the Board of the status of hiring staff for the branch. Further, Chairman Jones expects a full report of the hiring status at the next Board Meeting.</p> <p><i>Dr. Harrison moved, second by Mr. Chester Ray Jones, to approve the Human Resources Report for November 2021 through January 2022 as presented by Mrs. Nichols. There being neither objections nor abstentions, the motion carried.</i></p>
<p>Technical Services Report:</p>	<p>Technical Services Director, Mrs. Miao Jin</p> <p>There were no questions from the Trustees about Mrs. Jin’s Technical Services Report, as presented to them in the Board packet, for November and December 2021.</p> <p>Mrs. Jin requested authorization to renew for one year the genealogy subscription based at Eudora Welty Library and Quisenberry Library but accessible to patrons through the Library System.</p> <p><i>Mr. Chester Ray Jones moved, second by Mrs. Garner, to approve the renewal of the genealogy software. With there being neither objections nor abstentions, the motion carried.</i></p>
<p>COMMITTEE REPORT:</p>	<p>Search Committee for New Executive Director. Mrs. Garner, Chairwoman of the Search Committee, announced that several candidates had been selected to interview and worked with the Trustees to establish a date and schedule for those interviews to occur.</p>
<p>INTERIM DIRECTOR’S REPORT:</p>	<p>Ms. Corbett reviewed her Interim Executive Director’s Report as presented in the Board packet. She discussed the elements of her report and asked if the Trustees had any questions.</p>



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	<p>Ms. Corbett also announced to the Board that JHLS had been the recent recipient of \$5,000 to \$10,000 worth of children’s toy/book/game kits from a Kellogg grant wishing to place these items in City of Jackson libraries. Ms. Corbett stated that it was a most impressive gift and would be well-utilized. The details for distribution of these items are still being developed.</p> <p><i>Dr. Harrison moved, second by Mr. Chester Ray Jones. Berry, to approve the Interim Director’s Report as presented. There being neither objections nor abstentions, the motion carried.</i></p>
<p>CHAIRMAN’S REPORT:</p>	<p>Chairman Jones presented his Chairman’s Report and entertained questions from the Trustees. He announced that the Mississippi Library Commission would be conducting a one-hour Board of Trustees workshop at 3:00 just prior to next month’s Board Meeting. Subjects to be covered include:</p> <ul style="list-style-type: none"> Role of the Board of Trustees Conflicts of Interest Code of Conduct Ethical Scenarios Sign up for an MLC Library card <p>There were no motions proposed, and no actions were taken.</p>
<p>NEW BUSINESS:</p>	<p>Ms. Shannon Presley, IT Administrator, presented several requests to the Board for either purchase or renewal as follows:</p> <ul style="list-style-type: none"> CISCO WebEx renewal Unitrends Backup Appliance renewal Purchase of Computers and Monitors for Branch Manager, Youth Services and Circulation Purchase of IT supplies <p><i>The Trustees unanimously agreed to approve the expenses for the above-listed renewals and purchases.</i></p> <p>Ms. Presley also requested approval to renew the contract with RICOH, but the Trustees requested that she obtain quotes for the same services from other vendors before making a decision.</p>
<p>BOARD ATTORNEY:</p>	<p>Attorney Raymond Fraser announced that the Board of Trustees needs to have a Special Called Meeting on Tuesday, February 1, to decide whether or not an Executive Session was required to discuss legal matters. The Trustees agreed to this action.</p>
<p>PUBLIC COMMENTS:</p>	<p>Ms. Sheila O’Flaherty addressed the Board at the close of the meeting to compliment it on its expeditious functioning to allow time for public speakers. She also that the Public Comments section be placed at the beginning of the meeting.</p> <p>Ms. Jan Hillegas addressed the Board as to several housekeeping issues at Welty Library.</p>



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	Chairman Jones thanked both speakers for their comments and stated they would be considered by the Board of Trustees.
DATE, TIME AND LOCATION FOR NEXT MEETING:	Chairman Jones stated that the next meeting date is scheduled for Tuesday, February 22, 2022, at 3:00 p.m. (for the MLC presentation to the Board of Trustees), at Eudora Welty Library.
ADJOURNMENT:	<i>Motion being made and seconded that the meeting be adjourned, with neither opposition nor abstentions, the motion carried, and the meeting adjourned at 6:00 p.m.</i>