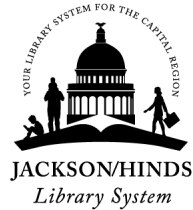


*Minutes of the Administrative Board of Trustees Meeting on March 28, 2023
Approved at the Regular Meeting of the the Administrative Board of Trustees on April 25, 2023*

VENUE: In person at Margaret Walker Alexander Library/Audio Conference/Virtual	
CALL TO ORDER:	Chairman Rickey Jones called the meeting to order at 4:05 p.m.
MEDITATION:	David Burks delivered a prayer to open the meeting.
ROLL CALL:	<p>Trustees Present at the Margaret Walker Alexander Library: Dr. Earline Strickland, Mary Garner, Paul Forster, Chester Ray Jones, David Burks, Jr., Rickey Jones (Board Chairman), Peyton Smith, and Terry Johnson via phone & Raymond Frasier (Board Attorney)</p> <p>Also Present at Margaret Walker Alexander: Floyd Council (Executive Director), Justin Carter (Director of Finance), Laura Jane Glascoff (Director of Human Resources), Miao Jin (Director of Technical Services) Freda Busby (Administrative Assistant for Public Services), Michael Bennett (IT Assistant), and Josh Sheriff (Webmaster)</p>
APPROVAL OF AGENDA:	<p>Trustees proposed adding to old business: The Executive Director’s Evaluation, Branch Facilities Updates, the Jackson Hinds Maintenance Agreement and the Audit. Under new business, the trustees added the Welty Request, pending board members, Budget, and Reserve Fund.</p> <p><i>Motion: Dr. Earline Strickland, seconded by Peyton Smith, to approve the agenda with additional items.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p>
APPROVAL OF MINUTES:	<p><i>Motion: Paul Forster moved, seconded by David Burks, to approve the minutes.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p>
ADMINISTRATIVE REPORTS:	Justin Carter presented the Finance Report as presented in the board packet.
Finance Report:	<p><i>Motion: Peyton Smith moved, seconded by Dr. Earline Strickland, to accept the finance report.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p>
Human Resources Report:	<p>Laura Jane Glascoff presented the Human Resources Report as presented in the board packet.</p> <p><i>Motion: Paul Forster moved, seconded by Mary Garner, to accept the Human Resources Report.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p>
Public Services Report:	Floyd Council presented the Public Services report. Two items of note were mentioned. A branch manager is helping Ann Sanders with Programs and Partnerships in the county branches. The Summer Feeding for Summer Reading Program was also discussed.
EXECUTIVE DIRECTOR’S REPORT:	<p>Floyd Council presented the Executive Director’s Report. He asked for the board’s support to apply for the Kellogg’s Fellowship for professional development.</p> <p><i>Motion: Paul Forster moved, seconded by Chester Ray Jones, to support Mr. Council in his application for the Kellogg’s Fellowship.</i></p> <p><i>Approval: There being three in favor, two objections and one abstention, the motion carried.</i></p> <p>Mr. Council asked the board for more help with addressing the city about the problems at various branches, including the HVAC system at Medgar Evers Library.</p>



Minutes of the Regular Meeting of the Administrative Board of Trustees on March 28, 2023

CHAIRMAN'S REPORT:	Chairman Rickey Jones presented the Chairman's Report. He mentioned that Mr. Council had met with Senator Hyde Smith's office about funding for the Eudora Welty Library and that the board had already had a meeting about it. He also mentioned the maintenance agreement and that there was a meeting with the city about it. Finally, he touched on budgetary updates before moving on to preparations for MLA in October.
OLD BUSINESS:	<p>The audit update was discussed and it was noted that the auditors have everything they need.</p> <p>The Executive Director's Evaluation was discussed. It was decided that a form would be passed out to the board and then they would meet to discuss the review documents to prepare the evaluation.</p> <p>The maintenance agreement was submitted to the Attorney General for an opinion on if the library system is responsible for the maintenance of the building.</p> <p>A brief discussion of facilities issues and getting quotes followed as well as going before the city council with a list of priorities. It was decided that Floyd Council would request a meeting with Louis Wright from the city to discuss these priorities.</p>
NEW BUSINESS:	<p>The Welty Request was briefly discussed.</p> <p>Certificates were passed out for those who attended the training that took place before the last board meeting.</p>
PUBLIC COMMENTS:	A member of the public asked about the minutes of previous meetings being posted on the website as well as an updated board list being posted on the website.
CLOSED SESSION:	<p><i>Motion: Paul Forster moved, seconded by Mary Garner, to move into closed session.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p> <p>The board entered into closed session at 6:00 p.m.</p>
EXECUTIVE SESSION:	<p>The board entered into executive session while they were in closed session.</p> <p><i>Motion: Peyton Smith moved, seconded by David Burks, to move back into open session</i></p> <p><i>Approval: There being neither objections nor abstentions, the motion carried.</i></p>
OPEN SESSION:	<p>The board reentered into open session at 6:30 pm.</p> <p>It was announced that no actions were taken.</p>
DATE, TIME AND LOCATION FOR NEXT MEETING:	The next meeting for the Board of Trustees is scheduled for Tuesday, April 25 th at 4:00 p.m. at the Margaret Walker Alexander Library.
ADJOURNMENT:	<p><i>Motion: Paul Forster moved, seconded by Mary Garner, to adjourn the meeting/</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p> <p>The meeting adjourned at 6:35 p.m.</p>