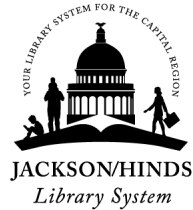


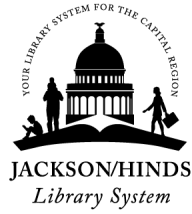
*Minutes of the Administrative Board of Trustees Meeting on May 23, 2023
Approved at the Regular Meeting of the the Administrative Board of Trustees on July 25, 2023*

	VENUE: Margaret Walker Alexander Library/ Audio Conference/ Virtual
CALL TO ORDER:	Chairman Peyton Smith called the meeting to order at 4:18 p.m. and announced that there was a quorum.
MEDITATION:	David Burks delivered a prayer to open the meeting.
ROLL CALL:	Trustees Present at the Margaret Walker Alexander Library: David Burks, Jr., Terry Johnson, Chester Ray Jones, and Raymond Frasier (Board Attorney) Trustees Present via Audio Conference/ Virtual: Peyton Smith (Board Chairman), Mary Garner Trustees Absent: Paul Forster, Dr. Earline Strickland Also Present at Margaret Walker Alexander Library: Floyd Council (Executive Director), Laura Jane Glascoff (Director of Human Resources), Justin Carter (Director of Finance), Miao Jin (Director of Technical Services), Freda Busby (Administrative Assistant for Public Services), Michael Bennett (IT Assistant), Josh Sheriff (Webmaster), and Scott Hodges
APPROVAL OF MINUTES:	<i>Motion: David Burks moved, seconded by Mary Garner, to approve the minutes.</i> <i>Approval: There being neither objections, nor abstentions, the motion carried.</i>
APPROVAL OF AGENDA:	Peyton Smith stated the agenda would remain open. Chester Ray Jones asked that passports at libraries and free scanning to email services be added to the agenda.
ADMINISTRATIVE REPORTS:	Justin Carter presented the Finance Report as published in the board packet.
Finance Report:	<i>Motion: Mary Garner moved, seconded by David Burks, to accept the finance report.</i> <i>Approval: There being neither objections, nor abstentions, the motion carried.</i>
Human Resources Report:	Laura Jane Glascoff presented the Human Resources Report as published in the board packet. <i>Motion: David Burks moved, seconded by Mary Garner, to approve the Human Resources Report.</i> <i>Approval: There being neither objections, nor abstentions, the motion carried.</i>
Public Services Report:	Floyd Council presented the Public Services Report. <i>Motion: Terry Johnson moved, seconded by David Burks, to accept the public services report.</i> <i>Approval: There being neither objections, nor abstentions, the motion carried.</i>
EXECUTIVE DIRECTOR'S REPORT:	Floyd Council presented the Executive Director's Report. He asked that the board accept the Executive Director's Report as presented in the board packet. He mentioned that Willette Jacobs had secured a new grant for \$23,000 from the Save the Children's Group. He also mentioned Summer Reading registration is open. Summer Reading will be from June 5-July 14. Finally he touched on House Bill 1315. A brief discussion regarding House Bill 1315 ensued.



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<p>CHAIRMAN'S REPORT:</p>	<p>Chairman Peyton Smith mentioned he and others had met with the county. He also mentioned facilities issues at the libraries. There may be an HVAC system on the way for Medgar Evers. He also mentioned the city may be helping to move Welty.</p>
<p>DISCUSSION:</p> <p>OLD BUSINESS DISCUSSION:</p> <p>NEW BUSINESS DISCUSSION:</p>	<p>It was noted that the Executive Director's Evaluation has been completed.</p> <p>Scott Hodges of Tann, Brown, and Russ presented the 2022 Audit. <i>Motion: Mary Garner moved, seconded by Terry Johnson, to accept the audit.</i> <i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p> <p>Mr. Council recommended to close Eudora Welty Library for the summer with the intention to finalize plans for the destiny of the library and moving its headquarters. He also recommended that the board approve a policy to close any library that reached 80 degrees inside.</p> <p><i>Motion: Chester Ray Jones moved, seconded by David Burks, to follow Mr. Council's recommendation that the Welty Library be closed for public services until further notice and actions by the board, and that officially that any library that reaches 80 degrees be closed, and that Mr. Council continue to communicate with the city and county the problems with the various libraries and how they impact the health and safety of the staff.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p> <p>A brief discussion of getting passports at Libraries and free scanning to email services at the libraries followed.</p> <p>Peyton Smith discussed the Fiscal Year 23-24 budget.</p> <p>A discussion of the Budget Surplus Proposal followed. It involves a list of items that the staff compiled of needs for the system. This included new vehicles and a bookmobile.</p> <p><i>Motion: David Burks moved, seconded by Terry Johnson, to approve the Budget Surplus Spending Plan.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p> <p>Mr. Council presented the facilities report.</p>
<p>DATE, TIME, AND LOCATION FOR NEXT MEETING</p>	<p>The next meeting for the Board of Trustees is scheduled for Tuesday, July 25th at 4:00 p.m. at the Margaret Walker Alexander Library.</p>
<p>ADJOURNMENT:</p>	<p><i>Motion: Chester Ray Jones moved, seconded by Mary Garner, to adjourn the meeting.</i></p>



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Approval: There being neither objections nor abstentions, the motion carried.

The Meeting adjourned at 5:48 p.m.
