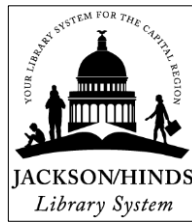


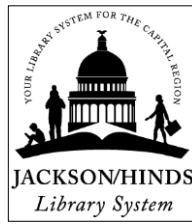
*Minutes of the Administrative Board of Trustees Meeting on May 23, 2023
Approved at the Regular Meeting of the Administrative Board of Trustees on August 22, 2023*

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| | VENUE: Margaret Walker Alexander Library/ Audio Conference/ Virtual |
| CALL TO ORDER: | Chairman Peyton Smith called the meeting to order at 4:07 p.m. and announced that there was a quorum. |
| MEDITATION: | Mary Garner delivered a prayer to open the meeting. |
| ROLL CALL: | Trustees present at the Margaret Walker Alexander Library: Peyton Smith (Board Chairman), Paul Forster, Chester Ray Jones, Terry Johnson, Mary Garner and Raymond Fraser (Board Attorney) Trustees Absent: Dr. Earline Strickland, David Burks 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), Michael Bennett (IT Assistant), Josh Sheriff (Webmaster) |
| APPROVAL OF MINUTES: | <i>Motion: Paul Forster moved, seconded by Terry Johnson, to approve the minutes pending revisions.</i> <i>Approval: There being neither objections nor abstentions, the motion carried.</i> |
| APPROVAL OF AGENDA: | Peyton Smith stated that the agenda would remain open. Mary Garner asked that the status of the Bolton Library be added to the agenda. |
| ADMINISTRATIVE REPORTS: | Justin Carter presented the Finance Report as published in the board packet. |
| Finance Report: | Mr. Forster asked for clarification on the status of reserves, including confirming that we continue to have our reserve amount and asking how much we have that is unallocated. <i>Motion: Mary Garner moved, seconded by Paul Forster, 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: Paul Forster moved, seconded by Terry Johnson, 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 Mary Garner, 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 how well Summer Reading went, giving special notice to Ann Sanders and Willette Jacobs as having done an amazing job. He thanked the Jackson Friends of the Library for their support during Summer Reading. He mentioned the Eudora Welty Project and setting up Richard Wright as a historical landmark. He also touched on the passport project and scanning in the library. |



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| | <p>Chester Ray Jones asked about the upcoming Mississippi Book Festival and Mr. Council informed the board that the Library has registered for an outreach table to attend and connect with the community at the event on August 19, 2023.</p> |
| <p>CHAIRMAN'S REPORT:</p> | <p>Chairman Peyton Smith presented the Chairman's Report. He mentioned the budget proposal had been submitted to the city and the county. The city finance team and the mayor met with the board finance committee and library leadership. He also mentioned facilities issues at the various branches. There is a meeting with the city every two weeks. He mentioned the Eudora Welty Library, Willie Morris Library and Medgar Evers Library in specific. He also mentioned the Richard Wright Library and getting it set up as a historical landmark. The goal is to have eight fully open branches in Jackson.</p> |
| <p>DISCUSSION:</p> <p>OLD BUSINESS DISCUSSION:</p> <p>NEW BUSINESS DISCUSSION:</p> | <p>Mary Garner mentioned the Bolton Library and its facilities issues. Paul Forster asked about the lease for Bolton Library.</p> <p>There was a discussion of facilities issues at the various libraries.</p> <p>Chairman Peyton Smith mentioned the Eudora Library Project and its progress with the city. There are plans for a possible downtown branch while looking for a bigger location for the Eudora Welty Library.</p> <p>Floyd Council mentioned that the art from Richard Wright and Eudora Welty has been stored in a safe location. He also mentioned the plans for passports and scanning services.</p> <p>Chairman Peyton Smith asked for minutes for the June special called meeting regarding HB1315 to be produced at the next meeting.</p> <p>There was a brief discussion of the Ricoh contracts and what services they can offer in the future, including scanning.</p> <p>A discussion of the Attorney General's opinion on maintenance of the libraries followed.</p> <p>Floyd Council introduced the new Deputy Director Morgan Hedglin. Her first day is August 1, 2023.</p> <p>Morgan Hedglin introduced herself and stated how happy she was to be joining the Jackson Hinds Library System.</p> <p>There were legal matters to discuss, so the board went into closed session.</p> |
| <p>CLOSED SESSION:</p> | <p>The board went into closed session at 5:12 p.m.</p> <p>It was moved, seconded and approved to move into closed session to determine if there was a need for Executive Session.</p> |
| <p>EXECUTIVE SESSION:</p> | <p>The board entered into Executive Session at 5:14 p.m.</p> |



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| | <p>It was moved, seconded and approved to go back into open session</p> |
| OPEN SESSION: | <p>The board entered into Open session at 6:03 p.m.</p> <p>Chairman Peyton Smith discussed changing the bylaws regarding public speakers waiting until the end of the meeting.</p> |
| PUBLIC COMMENTS: | <p>Bill Gatlin asked if there had been any environmental monitoring done in Eudora Welty Library while the building has been closed. Mr. Council answered that yes the building is being monitored.</p> <p>Ellen McLean asked if there had been any new reports regarding environmental issues since the last one was done a few years ago. Mr. Council answered that none had been performed in the last sixteen months.</p> <p>Michelle Hudson asked what was going to happen to the reference desk and the circulation desk at Eudora Welty Library. Mr. Council answered that no decisions had been made yet.</p> <p>Sheila O’Flaherty stated that she was very unhappy about the idea of the downtown library being moved near the children’s museum. She mentioned that the minutes needed to be updated on the website. She also mentioned that she had some books on hold at Richard Wright and would like to get them.</p> <p>Jan Hillegas stated that she was dependent on the library computers, particularly at night and on the weekends. She asked that the board try to get the city to fix the Eudora Welty Library or to find a new location for a downtown library one way or another.</p> |
| DATE, TIME, AND LOCATION FOR NEXT MEETING: | <p>The next meeting for the Board of Trustees is scheduled for Tuesday, August 22nd at 4:00 p.m. at the Margaret Walker Alexander Library.</p> |
| ADJOURNMENT: | <p><i>Motion: Paul Forster moved, seconded by Terry Johnson, 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 6:30 p.m.</p> |