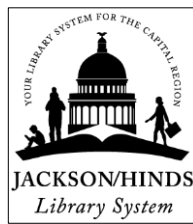


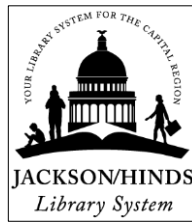
*Minutes of the Regular Meeting of the Administrative Board of Trustees on August 22, 2023  
Approved at the Regular Meeting of the Administrative Board of Trustees on September 26, 2023*

	<b>VENUE: Margaret Walker Alexander Library/ Audio Conference/ Virtual</b>
<b>CALL TO ORDER:</b>	Chairman Peyton Smith called the meeting to order at 4:05 p.m. and announced that there was a quorum.
<b>MEDITATION:</b>	Mary Garner delivered a prayer to open the meeting.
<b>ROLL CALL:</b>	Trustees present at the Margaret Walker Alexander Library: Peyton Smith (Board Chairman), Chester Ray Jones, Mary Garner, Paul Forster, David Burks, and Raymond Fraser (Board Attorney)  Trustees present via audio conference/virtual: Dr. Earline Strickland  Trustees Absent: Terry Johnson  Also Present at Margaret Walker Alexander Library: Floyd Council (Executive Director), Morgan Hedglin (Deputy Director), Justin Carter (Director of Finance), Miao Jin (Director of Technical Services), Freda Busby (Administrative Assistant), Michael Bennett (IT Assistant), Josh Sheriff (Webmaster)
<b>APPROVAL OF MINUTES:</b>	<i><b>Motion:</b> Mary Garner moved, seconded by Chester Ray Jones, to approve the minutes.</i>  <i><b>Approval:</b> There being neither objections nor abstentions, the motion carried.</i>
<b>APPROVAL OF AGENDA:</b>	Peyton Smith stated that the agenda was for informational purposes only and would remain open.
<b>ADMINISTRATIVE REPORTS:</b>	Justin Carter presented the Finance Report as published in the board packet.
<b>Finance Report:</b>	Paul Forster asked if we track expenses by branch. Justin answered that yes we do  Chester Ray Jones asked if there was anything reflected in the financial report with an aggregate amount of all gifts and donations over a certain amount of time and asked if it was a monetary donation. Justin pointed out a rolling total that was the cumulative total of all gifts and donations and said that yes it was a monetary donation.
<b>Human Resources Report:</b>	<i><b>Motion:</b> Paul Forster moved, seconded by Mary Garner, to approve the finance report.</i>  <i><b>Approval:</b> There being neither objections nor abstentions, the motion carried.</i>  Floyd Council presented the Human Resources Report as published in the board packet.
<b>Public Services Report:</b>	<i><b>Motion:</b> Paul Forster moved, seconded by Dr. Earline Strickland, to approve the Human Resources report.</i>  <i><b>Approval:</b> There being neither objections nor abstentions, the motion carried.</i>  Floyd Council and Morgan Hedglin presented the Public Services Report. Morgan mentioned going to the Back to the Bricks event in Clinton, where they signed up 75 people for library cards, as well as the Mississippi Book Festival in Jackson, where they signed up around 35 people for library cards. Mr. Council mentioned that the schedule for the next 12 months was being worked on. Finally he mentioned looking further into getting a book mobile.  <i><b>Motion:</b> David Burks moved, seconded by Mary Garner, to accept the Public Services Report.</i>



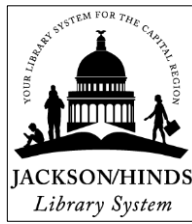
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	<p><b>Approval:</b> <i>There being neither objections nor abstentions, the motion carried.</i></p>
<p><b>EXECUTIVE DIRECTOR'S REPORT:</b></p>	<p>Floyd Council presented the Executive Director's Report. He asked that the board accept the Executive Director's Report as presented in the board packet. Mr. Council talked about Morgan Hedglin coming into the system. He mentioned that he had moved his office from Willie Morris Library to Quisenberry Library. He also mentioned that furniture had been moved into Justin Carter's office. He touched on how successful summer at the library was.</p>
<p><b>CHAIRMAN'S REPORT:</b></p>	<p>Chairman Peyton Smith presented the Chairman's Report. He mentioned going to the budget hearings for the city and county. He also mentioned that we do not know what our final budget number will be. We should find out between the August board meeting and the September board meeting. He mentioned that the city was exploring the possibility of selling the Eudora Welty Library building which would require the library to relocate. He said there is funding available to move and store the materials in the library. He said there is a possible interim library in the works. He mentioned that the facilities committee had meetings with the city regarding Richard Wright Library and Medgar Evers Library.</p>
<p><b>DISCUSSION:</b>  <b>OLD BUSINESS DISCUSSION:</b></p>	<p>Chairman Peyton Smith asked that the bylaws be changed so that the agenda is flexible rather than set. This would allow Public Comments or the audit report to be heard earlier in the meeting rather than at the end.</p> <p><b>Motion:</b> <i>Paul Forster moved, seconded by David Burks, to change the bylaws to have a more open agenda.</i></p> <p><b>Approval:</b> <i>There being five approvals and one abstention, the motion carried.</i></p> <p>Floyd Council gave facilities updates for the various branches. He mentioned that Eudora Welty Library was closed pending permanent closure but nothing had been officially announced yet. He said Margaret Walker Alexander Library, Bolden –Moore Library, Fannie Lou Hamer Library, Quisenberry Library, Raymond Library, Ella Bess Austin Library, and Lois A. Flagg Library were all in good condition. Medgar Evers Library was in need of HVAC repairs to both the main library and the meeting room. Chester Ray Jones asked if we had a relationship with Hinds Community College to coordinate holding meetings that the Evers Library would have booked for their meeting room. Mr. Council answered that no we do not. Richard Wright Library was still closed. Willie Morris Library was in need of repairs. Evelyn T. Majure recently had their air conditioning fixed.</p> <p>Mr. Council said he has made a draft summary of the usage agreements for every library. All of them are different.</p> <p>Mr. Council said we need to meet with the mayor of Byram, because at the last meeting with them, the understanding was that once they had completed a new complex, they would convert the current city hall into a library.</p> <p>Paul Forster asked about the lease for Margaret Walker Alexander Library. The city pays the rent for the whole building (which includes more than the library) from our millage.</p> <p>Mr. Council mentioned that the power bill for Eudora Welty Library is the same now as when it is open.</p>



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<p><b>NEW BUSINESS DISCUSSION:</b></p>	<p>Chairman Peyton Smith asked Mr. Council to talk about the surplus spending plan. Mr. Council requested to defer additional discussion to a short committee meeting. He highlighted that he had connected with Ford and was going to connect with some other dealerships regarding vehicles. He mentioned getting new carts for Tech Services. He also mentioned Morgan Hedglin, Anne Sanders, and he going to look at various bookmobiles. He also highlighted that new chairs were in the process of being bought for the circulation desks. Finally he mentioned that the system had reached out to a strategic planning expert.</p> <p>Floyd Council asked that the board designate the Quisenberry Library as the new interim headquarters.</p> <p>Raymond Fraser asked if the system had been in contact with the city regarding making this designation. Mr. Council answered that we have not.</p> <p>Chairman Peyton Smith asked if there were things that made it necessary to make the change right now. Mr. Council answered that it could wait, but there was a need to have the mail sent to the Quisenberry Library</p> <p>Chester Ray Jones asked if there could be a compromise that involved redirecting the mail and after consideration of how it would be perceived to take the headquarters out of Jackson, then possibly officially making the change.</p> <p>Paul Forster recommended that we table the idea of officially doing anything that implied we are leaving Eudora Welty.</p> <p>David Burks recommended to wait until the city had officially announced their plans for Eudora Welty Library, to take any action regarding officially making Quisenberry Library the new headquarters.</p>
<p><b>PUBLIC COMMENTS:</b></p>	<p>Jan Hillegas stated that there were some computers at the Margaret Walker Alexander Library that did not have a back button or a reload button. She also said the security system that the library system uses for internet browsing has blocked her from normal sites and proven to be a major inconvenience.</p> <p>Sheila O’Flaherty mentioned that the internet security system has blocked her from sites such as amnesty international and has proven to be a major inconvenience.</p>
<p><b>CLOSED SESSION:</b></p>	<p>The meeting went into closed session at 5:15 p.m.</p> <p><i>Motion:</i> Paul Forster moved, seconded by David Burks, that there was a need to go into Executive Session.</p> <p><i>Approval:</i> There being neither objections nor abstentions the motion carried.</p> <p><i>Motion:</i> Paul Forster moved, seconded by David Burks, to move into Executive Session.</p> <p><i>Approval:</i> There being neither objections nor abstentions the motion carried.</p>
<p><b>EXECUTIVE SESSION:</b></p>	<p>The meeting went into Executive Session at 5:20 p.m.</p> <p><i>Motion:</i> Paul Forster moved, seconded by David Burks, to go into open session.</p>



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	<p><i>Approval: There being neither objections nor abstentions the motion carried.</i></p>
<b>OPEN SESSION:</b>	<p>The meeting went into open session.</p> <p>It was announced that no actions were taken during Executive Session.</p>
<b>DATE, TIME, AND LOCATION FOR NEXT MEETING:</b>	<p>The next meeting for the Board of Trustees is scheduled for Tuesday, September 26<sup>th</sup> at <b>4:00 p.m.</b> at the Quisenberry Library..</p>
<b>ADJOURNMENT:</b>	<p><i>Motion: Paul Forster moved, seconded by David Burks, 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 5:36 p.m.</p>