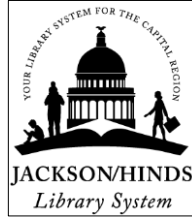


Minutes of the Regular Meeting of the Administrative Board of Trustees on September 24, 2024  
Approved at the Regular Meeting of the Administrative Board of Trustees on October 22, 2024

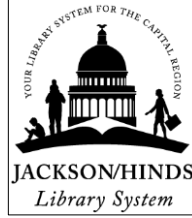
**VENUE: Margaret Walker Alexander Library/ Audio Conference/ Virtual**

<b>CALL TO ORDER:</b>	Chairman Peyton Smith called the meeting to order at 4:06 p.m. and announced that there was a quorum.
<b>MEDITATION:</b>	David Burks delivered a prayer to open the meeting.
<b>ROLL CALL:</b>	<p>Trustees present at the Margaret Walker Alexander Library: Peyton Smith (Board Chairman), David Burks, Mary Garner, Paul Forster, Dr. Earline Strickland, Bob Owens, Othor Cain, Addie Green, Sylvia Walker</p> <p>Trustees present via virtual/audio: Graftie McDaniels and Dionne Nicole Burks</p> <p>Also Present at Margaret Walker Alexander Library: Floyd Council (Executive Director), Morgan Hedglin (Deputy Director), Laura Jane Glascoff (Director of Human Resources), Justin Carter (Director of Finance), Miao Jin (Director of Technical Services), Freda Busby (Executive Administrative Assistant), Michael Bennett (IT Assistant), Josh Sheriff (Webmaster) and Raymond Fraser (Board Attorney)</p> <p>Also Present via virtual/audio: Cathy Alloway, David Katz</p>
<b>STRATEGIC PLAN:</b>	<p>David Katz and Cathy Alloway presented the Strategic Plan to the Board of Trustees. A few highlights were working on facilities, marketing, finances, technology, collections, community, and staff.</p> <p><b>Motion:</b> <i>Dr. Earline Strickland moved, seconded by Addie Green, to accept the new strategic plan.</i></p> <p><b>Approval:</b> <i>There being neither objections nor abstentions, the motion carried.</i></p> <p>The board discussed the mission statement and the vision statement.</p> <p><b>Motion:</b> <i>Othor Cain moved, seconded by Paul Forster, to approve the mission statement as “Jackson Hinds Library System is your community hub for learning, connection, and opportunity.”</i></p> <p><b>Approval:</b> <i>There being neither objections nor abstentions, the motion carried.</i></p> <p><b>Motions:</b> <i>Othor Cain moved, seconded by Addie Green, to approve the vision statement as “An informed, inspired, and innovative community.”</i></p> <p><b>Approval:</b> <i>There being neither objections nor abstentions, the motion carried.</i></p>
<b>PUBLIC COMMENTS:</b>	Marian Coleman McGee asked that the board reverse a policy established in 2015 about selling books in the library and putting books in the library.



*Minutes of the Regular Meeting of the Administrative Board of Trustees on September 24, 2024*  
*Approved at the Regular Meeting of the Administrative Board of Trustees on October 22, 2024*

	It was noted that there is a law preventing authors from selling books in libraries in Mississippi. An author is able to rent a room for a reading or signing, where people could bring their own books.
<b>APPROVAL OF MINUTES:</b>	<p><i>Motion: David Burks moved, seconded by Othor Cain, to approve the minutes for August 27, 2024.</i></p> <p><i>Approval: There being neither objections nor abstentions, the motion carried.</i></p>
<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>	<p><i>Motion: Paul Forster moved, seconded by Dr. Earline Strickland, to approve the finance report.</i></p> <p><i>Approval: There being neither objections nor abstentions, the motion carried.</i></p>
<b>Human Resources Report:</b>	<p>Laura Jane Glascoff presented the Human Resources Report as published in the board packet.</p> <p><i>Motion: Othor Cain moved, seconded by Addie Green, to approve the Human Resources report.</i></p> <p><i>Approval: There being neither objections nor abstentions, the motion carried.</i></p>
<b>Public Services Report:</b>	<p>Morgan Hedglin presented the Public Services Report as published in the board packet.</p> <p>The book festival was a success in passing out information.</p> <p><i>Motion: Addie Green moved, seconded by Othor Cain, to accept the Public Services Report.</i></p> <p><i>Approval: There being neither objections nor abstentions, the motion carried.</i></p>
<b>EXECUTIVE DIRECTOR'S REPORT:</b>	Floyd Council asked the board to accept the Executive Director's Report as presented in the board report.
<b>CHAIRMAN'S REPORT:</b>	Chairman Peyton Smith presented the chairman's report.
<b>DISCUSSION:</b>	
<b>OLD BUSINESS:</b>	There was a brief discussion on the Computer Replacement Project. We will be replacing 135 computers.



*Minutes of the Regular Meeting of the Administrative Board of Trustees on September 24, 2024*  
*Approved at the Regular Meeting of the Administrative Board of Trustees on October 22, 2024*

---

The facilities report covered the current status of the libraries in the system. It focused on the Beverly J. Brown Library in Byram, the Annie T. Jeffers Library in Bolton, the Willie Morris Library in Jackson, and the Quisenberry Library in Clinton.

The Draft RFP for contractors was sent to the Facilities Committees.

The board also talked about moving the unappropriated surplus funds that had just come from the county to a separate bank account.

***Motion:*** Paul Forster moved, seconded by Othor Cain, to earmark unappropriated surplus funds for the system's maintenance fund.

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

It was decided for the facilities committee to present a proposal on people counters at the next board meeting.

In regards to the Personnel Policy Update, a few attorneys have been contacted for quotes.

Justin Carter presented a few options for the Reserve Funds Placement. The finance committee will meet before the next board meeting to review these and report back.

**NEW BUSINESS:**

Nine staff members will be attending MLA in October.

There is a possibility of moving the former Charles Tisdale branch of the library system to a building in the former Chastain Middle School. Dr. Earline Strickland recommended keeping Alice Tisdale informed on the process.

There was a brief note on the topic of board email addresses.

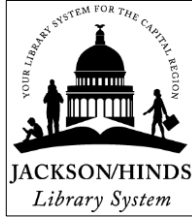
***Motion:*** Addie Green moved, seconded by Dr. Earline Strickland, to create email addresses for the board members.

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

The nominating committee recommended that the current board officers remain the same for the next term.

***Motion:*** Othor Cain moved, seconded by Addie Green, to accept the slate of nominees for 2024 – 2026 officer term.

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



*Minutes of the Regular Meeting of the Administrative Board of Trustees on September 24, 2024*  
*Approved at the Regular Meeting of the Administrative Board of Trustees on October 22, 2024*

<b>EXECUTIVE SESSION ENTERED:</b>	<p><i><b>Motion:</b> Dr. Earline Strickland moved, seconded by Addie Green, to exit general session for closed session to determine the need for executive session.</i></p> <p><i><b>Approval:</b> There being neither objections nor abstentions, the motion carried.</i></p> <p>The meeting went into closed session at 6:49 p.m.</p> <p><i><b>Motion:</b> Othor Cain moved, seconded by Paul Forster, to enter into Executive Session.</i></p> <p><i><b>Approval:</b> There being neither objections nor abstentions, the motion carried.</i></p> <p>The meeting went into executive session at 6:50 p.m.</p> <p><i><b>Motion:</b> Bob Owens moved, seconded by Sylvia Walker, to authorize legal counsel to pursue mediation related to an EEOC claim.</i></p> <p><i><b>Approval:</b> There being neither objections nor abstentions, the motion carried.</i></p>
<b>EXECUTIVE SESSION CLOSED:</b>	<p><i><b>Motion:</b> Addie Green moved, seconded by Mary Garner, to exit Executive Session</i></p> <p><i><b>Approval:</b> There being neither objections nor abstentions, the motion carried.</i></p> <p>The Board returned from Executive session at 7:18 p.m.</p>
<b>DATE, TIME, AND LOCATION FOR NEXT MEETING:</b>	<p>The next meeting for the Board of Trustees is scheduled for Tuesday, October 22, 2024 at <b>4:00 p.m.</b> at the Margaret Walker Alexander Library.</p>
<b>ADJOURNMENT :</b>	<p><i><b>Motion:</b> Addie Green moved, seconded by Dr. Earline Strickland, to adjourn the meeting.</i></p> <p><i><b>Approval:</b> There being neither objections, nor abstentions, the motion carried.</i></p> <p>The meeting adjourned at 7:21 p.m.</p>