

MINUTES
Mississippi Library Commission
Board of Commissioners Regular Meeting

January 28, 2020

3881 Eastwood Drive
Jackson, MS 39211

Board of Commissioners (BOC) Present: Lori Barnes, Stephen Cunetto, Ann Marsh, and Becky Wright. **Absent:** Jolee Hussey.

Mississippi Library Commission (MLC) Staff Present: Hulen Bivins, Lynn Burris, Tracy Carr, Ethel Dunn, and Jennifer Peacock.

Guests: Sara Deloach, Special Assistant Attorney General and Jay Woods, Special Assistant Attorney General.

CALL TO ORDER

Chair Marsh called the meeting to order at 11:00 a.m. and welcomed guests.

AGENDA

Recommendation: *Adopt agenda as presented.*
Motion: Stephen Cunetto; *Second:* Lori Barnes
Action: Approved

MINUTES

Recommendation: *Approve minutes of the regular meeting on November 19, 2019.*
Motion: Lori Barnes; *Second:* Becky Wright
Action: Approved

*Commissioner Barnes stated that the May 22, 2020 BOC meeting will be held at the Jackson/George Regional Library.

PUBLIC COMMENTS

None

COMMISSIONER'S REPORT

Commissioner Cunetto reported that he recently attended Starkville Public Library Director's Ginny Holcamp's retirement. Philip Carter, Lamar County Public Library Director will be replacing her. Chair Marsh discussed MLA's Capitol Day set for February 5, 2020, everyone is encouraged to participate.

EXECUTIVE DIRECTOR'S REPORT

Budget – Overall the agency budget is on target. The budget request that was approved by the BOC is unchanged. The priorities for FY21 remain the same.

Personnel Incentive Grant Program Update – It is important that these grants be explained to all new legislators. Everything seem to be positive so far at the Capitol.

Institute of Museum and Library Services – The final formula numbers for next year have been released giving MLC approximately \$41,000 in additional funding.

Employee Update – Shellie Ziegler has returned as library consultant, Gavin Gainey is no longer with us, and Natalie Dunaway has been promoted to the position of Grants Coordinator.

Podcasts – The new podcast program is now fully functional and available for listing. The goal is to develop two podcasts per month.

Talking Books – MLC finally received a report regarding the NLS consultant. The primary suggestion was that MLC needed to more quickly dispose of old talking book machines. Stats include: 71 new talking book users, 31,822 items circulated with 7,678 BARD downloads, and 623 requests for large print direct. Mary Rodgers, Talking Books Director is planning for the 50th year Anniversary of the Talking Book service on July 15, 2020.

MLC Library Use Statistics – 621 consulting hours with libraries, 1,511 beehive resource sharing request filled, 16,638 title cataloged, 94 training session provided to patent customers, 53 tech services helpdesk tickets for staff and 79 helpdesk tickets for public libraries, Magnolia databases totaled 12,475,278 searches, 2,018 learning express sessions, 526 RBDigital checkouts, 1,120 Hoopla use units, 11,466 MLC followers on social media (3,387 Facebook 1,182 Instagram, 2,313 Twitter and 4,584 YouTube).

Holiday Schedule – MLC staff appreciated the extra time that the Board provided for staff to be with family and friends during the holiday season.

Tech – MLC continues to monitor Contract 5000 project and work with libraries on AT&T billing issues.

Other News – MLC has purchased a new van for agency use. One agency vehicle will be assigned to the Technology Division only for travel and assisting public libraries.

MLC continues to convert the interior lighting to LED type bulbs.

The Winter issue of *On the Same Page* was distributed recently. MLC Annual Report was also completed and distributed during the reporting period.

Center for the Book – Scholars have been asked to provide annotations to selected Mississippi Novels using the unique manner of post-it notes.

Congressional Meetings – Selected librarians from each state have been invited by the American Library Association to visit Washington, D.C. on May 4-5, 2020. MLC Executive Director and MLA Legislative Chair have been invited to attend.

Librarians Moving About – Jacob Starks (Neshoba County) has taken a position with a library in Minnesota; Philip Carter (Lamar County) is now the new Director of Starkville-Oktibbeha Public Library.

FINANCIAL REPORT

Jennifer Peacock, Administrative Services Bureau Director provided the financial report. Currently we are on target with expenditures and about to make the second personnel incentive grant program payment.

ADMINISTRATIVE SERVICES BUREAU REPORT

The Administrative Services report was provided by Jennifer Peacock, Administrative Services Bureau Director. She explained the roof project to begin sometime in March. All departments are completely staffed except Operations.

LIBRARY SERVICES BUREAU REPORT

Tracy Carr, Library Services Bureau Director gave the report for the bureau. She discussed the recent director's symposium where participants learned about trauma-informed librarianship, disability etiquette, diversity and inclusion and received training on the Myers-Briggs type instrument. The digital initiatives plot with RBDigital and Hoopla are going well with excellent reviews.

ACTION ITEMS

Recommendation: *Approve the policy #3030-01 Prohibiting Workplace Harassment*
Motion: Lori Barnes; *Second:* Becky Wright
Action: Approved

Recommendation: *Approve the Personnel Incentive Grant Program Waiver Request for Educational Requirements for Fiscal Year 2020 – Neshoba County Public Library.*
Motion: Lori Barnes; *Second:* Becky Wright
Action: Approved

Recommendation: *Approve the Personnel Incentive Grant Program Waiver Request for Educational Requirements for Fiscal Year 2020 – Tallahatchie County Library.*
Motion: Stephen Cunetto; *Second:* Becky Wright
Action: Approved

CALENDAR

Updated agency calendar of events provided.

ADJOURN

Recommendation: *Adjourn meeting at 12:25p.m.*
Motion: Lori Barnes; *Second:* Stephen Cunetto
Action: Approved

The next regular meeting of the Mississippi Library Commission Board of Commissioners is scheduled for March 24, 2020, 11:00 a.m. in the main meeting room.

Lori Barnes

Lori Barnes (Aug 6, 2020 09:22 CDT)

Lori Barnes, Board Secretary

Aug 6, 2020

Date