

MINUTES
Mississippi Library Commission
Virtual Board of Commissioners Regular Meeting

September 28, 2021

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

Other: Jay Woods, AG

Mississippi Library Commission (MLC) Staff Present via Zoom: Hulen Bivins, Tracy Carr, Lynn Burriss, Jennifer Peacock, and Kristina Kelly

CALL TO ORDER

Chair Wright called the meeting to order at 11:00 a.m. and welcomed everyone.

AGENDA

Recommendation: *Adopt agenda as presented.*

Motion: Ann Marsh; *Second:* Lori Barnes

Action: Approved by unanimous roll call (*Stephen Cunetto, Lori Barnes, Ann Marsh, Jolee Hussey, and Becky Wright*)

MINUTES

Recommendation: *Approve minutes of the regular meeting on July 27, 2021.*

Motion: Ann Marsh; *Second:* Jolee Hussey

Action: Approved by unanimous roll call (*Stephen Cunetto, Jolee Hussey, Ann Marsh, Lori Barnes, and Becky Wright*)

PUBLIC COMMENTS

None

COMMISSIONERS REPORT

Commissioner Marsh expressed the sadness over the Mississippi Book Festival being cancelled but being understanding of the decision being made. Kudos to Tracy Carr for her continued work on MLC's part. Commissioner Cunetto asked if there would be a virtual one. Tracy Carr answered that yes, panels are being recorded virtually and will be released in October. Commissioner Barnes expressed being cautiously optimistic about returning to in person meetings and programming in the future.

EXECUTIVE DIRECTOR'S REPORT

National Legislation/ Grant Funding – There are no updates to report regarding spending opportunities as might be provided in the various federal grant program. MLC continues to work

with the public libraries in the development of their plans using federal dollars provided via the American Rescue Plan Act (ARPA).

Mississippi Strategic Plan Submission- Per legal mandate of the State of Mississippi, MLC has completed a review of agency goals and submitted a new five-year plan for the years of 2023-2027.

IMLS Strategic Plan Requirements – MLC is in the early stages of developing a report that is to be completed by outside sources (not by MLC) that reviews how federal funds received in the Grants to States Program by MLC were used during the time of the fiscal years of 2018-2022. This report is due in March of next year. Also, MLC is required to prepare a new plan of action for the time of fiscal year 2023-2027 using the Grants to States funding. The 2023-2027 report is due for submission to IMLS in June of next year.

MLC Financials – Grant program payments in the amount of \$686,838.08 were made during this reporting period. Of this amount, state dollars in the amount of \$585,613.22 were expended on the insurance program and PIGP (H/L/P). LSTA payments totaled \$101,224.86.

Reporting/Audit – Jennifer Peacock and Lynn Burris have completed the LSTA Quarterly Grant Report. The Budget Request for FY23 asks for additional funding of the MAGNOLIA database collection; the necessary funding to reclassify eight employees (PINs); and funding to cover any salary adjustments that might be implemented by the Mississippi State Personnel Board's SEC2 project.

Employee Update – MLC currently has several openings. A discussion was held among the Commissioners and staff present in regard to MLC salaries, staffing shortfalls, and the coming SEC2 change.

New Hires John Shaman
Separations – Ethel Dunn

Building Repair Update—Building repair on roof continues and is expected to be complete in the next several weeks.

PR Activities – Public relations held many successful events have been held including Snapshot Day, MS Municipal League Conference, and MLC departments and services being featured in news programs such as Talking Book Services on SuperTalk MS. Summer newsletter was sent out and four podcasting episodes were released.

Continuing Education and Consulting Data - Eight virtual trainings were offered the reporting period. Now until January, MLC will keep all trainings virtual.

Talking Books – During the reporting period, 27,813 items were circulated with 8,714 BARD downloads handled by Talking Book Services. Also, 475 requests were handled through Large Print Direct. TBS was also highlighted in Mississippi Magazine.

MLC Library Use Stats – MLC's Library Development Division provided 882.5 consulting hours of service working with the state's libraries. 90 library systems (28% increase versus last reporting period) in the state received direct contact in some manner from the Library Development staff including 12 site visits. 2,129 Beehive Resource Sharing requests were received; 1,599 requests were filled (75% fill rate), and 17,104 titles were cataloged. 150 Tech Services Helpdesk tickets for MLC staff and 76 Helpdesk tickets responding to the public libraries need for electronic assistance were handled successfully. This is a count of 226 service requests filled. Use of the MAGNOLIA databases during the reporting period totaled 2,822,573 searches.

Other stats: 1,508 LearningExpress Library sessions; 8,921 Hoopla checkouts; and social media: 3,475 Facebook; 1,606 Instagram; 243 Twitter; and 1,694 YouTube views. During the reporting period, 114 training sessions were provided by the MLC's Patents department. 428 items were added to the collection and 15 were removed.

Technology – MLC Tech provided remote aid with the filing of responses to 40 E-Rate reviews and hosted an E-Rate webinar. Sharmaine Frazier, MLC's Erate Coordinator, has done a great job. Contract 5000 upgrade for libraries has been completed. Congratulations to Jennifer Peacock, Jennifer Todd and the technology team for a job well done.

Other News – Still no news from the governor's office regarding a commissioner appointment. COSLA has seen 17 new state library directors.

Future MLC Meetings – The Board of Commissioners decided to meet on November 16th, virtually via Zoom.

FINANCIAL REPORT

The financial report was presented by Jennifer Peacock, Administrative Services Director, with a review of the previous fiscal year (FY21). A breakdown of the funding for FY22 was discussed. This included the approved appropriations with the escalated number due to ARPA funding.

ADMINISTRATIVE SERVICES BUREAU REPORT

Jennifer Peacock Administrative Services Bureau Director presented that the grant programs are moving forward. Many libraries are using the Technology Services Department to evaluate technology needs for their libraries to apply for the grants.

The Mississippi State Personnel Board is implementing Project SEC2 which is a removal of the current pay system in place. The goal is to increase state employee salaries to be comparable with private companies. MLC has lost many employees due to lack of pay and will be at 28 employees by October 1, 2021, the lowest employee count in decades.

Technology Services Department has completed the Cspire/contract 5000 migration but continues to work on billing issues.

Kristina Kelly has been promoted from Administrative Assistant to the new public relations coordinator.

LIBRARY SERVICES BUREAU REPORT

Tracy Carr, Library Services Bureau Director presented the Library Services Bureau report. Like the Technology department with their tech assessments, the Library Consultants are doing similar—assessing library collections. Shellie Zeigler is main contact for this assessment and advising on how to spend the ARPA money. Mississippi Public Library Policy Development Guide was released in August. The original was created in 2010 and several federal laws and guidelines have changed since then (FMLA, ADA, etc). Neshoba County Library has been advised they are not eligible to receive PIGP state aid due to their director not having an MLIS. Per the MLC Executive Director, The Neshoba board of directors has confirmed in writing they understand the impact of this decision. A discussion was held on how a library could reapply for the PIGP funding.

ACTION ITEM

Recommendation: *Approve the Personnel Incentive Grant Program Waiver Request for Maintenance of Effort Requirements, FY22 – Washington County Library System*

Motion: Ann Marsh; *Second:* Lori Barnes

Action: Approved by unanimous roll call (*Stephen Cunetto, Jolee Hussey, Ann Marsh, Lori Barnes, and Becky Wright*)

Other Discussion

None.

ADJOURN

Recommendation: *Adjourn meeting at 12:10 pm*

Motion: Ann Marsh; *Second:* Stephen Cunetto

Action: Approved by unanimous roll call (*Stephen Cunetto, Jolee Hussey, Lori Barnes, Ann Marsh, and Becky Wright*)

The next regular meeting of the Mississippi Library Commission Board of Commissioners is scheduled for November 16th, virtually via Zoom.


Jolee Hussey (Jan 25, 2022 19:57 CST)

Jolee Hussey, Board Secretary

Jan 25, 2022

Date







BOC Minutes September 27 2021

Final Audit Report

2022-01-26

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