



## MINUTES

### Mississippi Library Commission Board of Commissioners Regular Meeting

**Date:** May 24, 2022

**Location:** 3881 Eastwood Drive  
Jackson, Mississippi, 39211

**Board of Commissioners (BOC) Present:** Stephen Cunetto, Jolee Hussey, Ann Marsh, Becky Wright

**Mississippi Library Commission (MLC) Staff Present:** Hulen Bivins, Lynn Burris, Tracy Carr, Kristina Kelly, Erin Morin, Jennifer Peacock

**Guests:** Jay Woods, Special Assistant Attorney General; Chauncey Mullins and Owen Peters, interns for the Office of the Attorney General

#### CALL TO ORDER

Chair Wright called the meeting to order at 11:00 a.m., welcomed guests, and conveyed her appreciation that the meeting could be in-person once again for the first time since the onset of the COVID-19 pandemic.

#### AGENDA

**Recommendation:** *Adopt agenda as presented.*  
**Motion:** Stephen Cunetto; *Second:* Jolee Hussey  
**Action:** Approved

#### MINUTES

**Recommendation:** *Approve minutes of the regular meeting on March 29, 2022*  
**Motion:** Ann Marsh; *Second:* Jolee Hussey  
**Action:** Approved

#### COMMISSIONER'S REPORT

Commissioner Ann Marsh stated her appreciation for the MLC newsletter and podcasts. Commissioner Jolee Hussey thanked MLC staff for their work during their pandemic. Chair Wright echoed this and stated that MLC has done great work for libraries throughout the state.

## **EXECUTIVE DIRECTOR'S REPORT**

**Budget** – Mississippi Legislature has approved the budget for FY2023. Highlights include salary progression adjustments for MLC employees as recommended by the State Personnel Board in the SEC squared program, full funding for the increased cost of health insurance premiums for public library employees, and an increase of \$350,000 for the MAGNOLIA database project.

**Reports Submitted** – MLC's required 5-Year Evaluation Program Report for IMLS has been accepted as submitted. Other submissions include the LSTA Quarterly report, MAGIC Quarterly Security report, and an annual inventory of lease contracts report.

**National Legislation** – Senator Jack Reed (R.I.) is still seeking funding for the “Build America’s Libraries Back” legislation, but a passing vote is not currently foreseeable. While in Washington D.C. for the COSLA meeting next month, Executive Director Hulen Bivins will spend a day speaking to state congressional representatives.

**Financials** – Grants are on track, though there may be excess due to libraries initially applying and being approved for more than was ultimately utilized. The figure for this year's remainder will be available at the next meeting after the new fiscal year has begun and the books are settled.

**Public Library Director's Meeting** – MLC hosted the Director's meeting on May 5 and 6. This was the first in-person group meeting with the Directors in the past two years.

**Intense Action by MLC** – MLC has been very involved in providing special assistance to several public library systems. Two of note are the Madison County and Jackson-George Regional library systems. Both systems experienced periods of tension with their local governments. Deputy Director for Library Services Tracy Carr and her team worked with each of these libraries behind the scenes, and both situations have since moved towards resolution.

**Summer Reading Program** – Support materials were made available by MLC and distributed to public libraries during the PLD meeting on May 5<sup>th</sup> - 6<sup>th</sup>.

**Board of Commissioner Appointment** – Jolee Hussey has been reappointed to serve another term on the MLC Board of Commissioners. Executive Director Hulen Bivens presented her with a certificate from Governor Tate Reeves confirming her reappointment.

**Employee Update** – New hires include Ethan Meche (Library Services) and Akeylah Harper (Library Services). There has also been one separation: Jason Walker (Administrative Services). MLC has continued to work with State Personnel Board on reclassifications of MLC employees. This task is associated with a pay raise for most employees with the hope that high quality employees will remain as workers in the State of Mississippi.

**PR Activities** –During March and April, there were 11,802 visits to the MLC website.

**Podcasts** – The MLC podcast “Stacks and Stories” has released 4 new episodes. During this reporting period, there were 258 downloads.

**Talking Books** – 56 new users have registered for the Talking Book service. Executive Director Bivins anticipates more registrations with senior care facilities in the future.

**MLC Library Use Statistics** –MAGNOLIA services are up, with 7,423,095 searches. This figure is expected to drop in the next report due to summer vacation. Commissioner Marsh asked if any of our databases see significantly less use than others. Executive Director Bivins stated that although some of our databases appear to get less use, they are still vital because they provide niche and unique information. Commissioner Cunetto stated that there will be a meeting on the 31<sup>st</sup> to analyze data regarding database usage and bring recommendations to the steering committee. Commissioner Marsh mentioned the usefulness of the LearningExpress Library, noting the availability of test prep, occupational services, and educational resources on the platform.

## **FINANCIAL REPORT**

Deputy Director for Administrative Services Jennifer Peacock presented the financial report. We are currently on target, with salaries, federal grants, and PIGP payments remaining.

## **ADMINISTRATIVE SERVICES REPORT**

Jennifer Peacock provided the Administrative Services report. With the passage of SEC Squared, the agency anticipates an increase in new hires in the new fiscal year, as the funds provided will attract a larger number of candidates with higher qualifications to fill vacant pins. Technology Services has been visiting libraries more frequently to assist with their technological needs. Attendees at the PLD Meeting stated that they appreciated these site visits and our assistance with E-Rate and LSTA. As the current fiscal year is drawing to a close, there will be no more purchasing until July.

## **LIBRARY SERVICES REPORT**

Tracy Carr provided the Library Services report. MLC has been selected to participate in the Palace Project pilot program for open access e-books. We will receive materials valued at \$25,000. A Stats Working Group has been created for any directors who wish to join. Tracy emphasized the importance of collecting accurate statistic data, because influences our ability to provide the materials and services libraries need.

## **ACTION ITEMS**

***Recommendation: Adopt the Fiscal Year 2023 budget for the Mississippi Library Commission based on the appropriation passed by the Mississippi Legislature and sent to the Governor, with modifications throughout the year as allowed by law and regulations as follows:***

FY 2023 Budget (lump sum appropriation)

\$ 2,973,898 Salaries  
\$ 75,000 Travel  
\$ 2,250,000 Contractual  
\$ 225,000 Commodities  
\$ 64,408 Capital Equipment  
\$ 8,128,031 Subsidies, Loans & Grants  
**\$13,716,337 Total FY23 Budget**

Motion: Ann Marsh; *Second:* Stephen Cunetto

Action: Approved

***Recommendation: Approve a Maintenance of Effort Waiver for Wilkinson County Library System***

Motion: Ann Marsh; *Second:* Jolee Hussey

Action: Approved

***Recommendation: Approve a Maintenance of Effort Waiver for Copiah-Jefferson Regional Library System***

Motion: Jolee Hussey; *Second:* Stephen Cunetto

Action: Approved

***Recommendation: Approve the FY23 (July 1, 2022-June 30, 2023) slate of officers for the board of commissioners:***

*Chair – Lori Barnes*

*Vice Chair – Jolee Hussey*

*Secretary – Stephen Cunetto*

Motion: Ann Marsh; *Second:* Stephen Cunetto

Action: Approved

**ADJOURN**

**Recommendation:** *Adjourn meeting at 12:02 pm*

Motion: Jolee Hussey; *Second:* Ann Marsh

Action: Approved

  
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Jolee Hussey (Jul 26, 2022 16:02 CDT)

Jolee Hussey, Board Secretary

Jul 26, 2022

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Date