



MINUTES
Mississippi Library Commission
Board of Commissioners Regular Meeting

Date: July 26, 2022

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

Board of Commissioners (BOC) Present: Lori Barnes, Stephen Cunetto, Ann Marsh

Board of Commissioners (BOC) Present via Zoom: Jolee Hussey

Absent: Becky Wright

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

Guests: Jay Woods, Special Assistant Attorney General

CALL TO ORDER

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

AGENDA

Recommendation: *Adopt agenda as presented*

Motion: Ann Marsh; *Second:* Stephen Cunetto

Action: Approved

MINUTES

Recommendation: *Approve minutes of the regular meeting on May 24, 2022*

Motion: Stephen Cunetto; *Second:* Ann Marsh

Action: Approved

COMMISSIONERS REPORT

Commissioner Stephen Cunetto stated his appreciation on behalf of the MAGNOLIA steering committee to the staff at MLC for their time and efforts with MAGNOLIA. Some of the fiscal responsibilities for MAGNOLIA will be transferring from MSU to MLC.

EXECUTIVE DIRECTOR'S REPORT

Budget – MLC has begun working on the budget for FY24. With the allotted increase in MAGNOLIA funding for the FY23 budget, the budget request for FY24 is expected to be close to level. MLC will continue to budget for a full allotment of employee PINs.

Reports Submitted – MLC has submitted its new federal Five-Year Plan to IMLS and the new state Five-Year Strategic Plan as required to Mississippi's Legislative Budget Office.

Financials – Total disbursements for this period are \$2,367,977.08.

MAGNOLIA – MSU has a new Dean, Lis Pankl, who comes to MSU from Southern Illinois University. Executive Director Bivins met with Dean Pankl and Provost David Shaw to discuss parameters for MAGNOLIA. MSU will be transferring some of the administrative function to MLC, which will have more responsibility with regards to operations.

Employee Update – New hires include George Brantley and Erin Morin (Administrative Services). Separations include Jayson Bounds and Ethan Meche (Library Services).

MLC Library Use Statistics – Site visits have increased from both Library Consultants and Tech Services. During May and June, MLC's Library Development department provided 485 consulting hours of service to 46 library systems.

Talking Books – 41 new users have registered for the Talking Books service. The total patron number is now 5,451.

Tech – Help desk tickets continue to do very well. 188 service requests were filled and 21 site visits were made during May and June.

PR Activities – During the May/June time period, there were 11,245 visits to the MLC website. Additional PR activities include preparation for Snapshot day on July 27, development of the summer MLC newsletter, and work on the MLC podcast videos.

Podcasts – The MLC podcast "Stacks and Stories" has released four new episodes. During this reporting period there were 321 downloads.

National Participation – Several members of the MLC staff attended the annual meeting of the American Library Association in Washington, D.C. June 23 – 28. On July 23, MLC hosted the Mississippi Federation of Women's Clubs Summer Institute Meeting. They have chosen public

libraries for their upcoming theme; they will work alongside Friends groups and public library administration.

FINANCIAL REPORT

Jennifer Peacock presented the financial report. Our financials are on track, and there will be no excess.

ADMINISTRATIVE SERVICES BUREAU REPORT

Jennifer Peacock provided the Administrative Services report. Operations has been having some trouble with our boilers, and they are actively working to address the issues. The Tech department has been traveling to site visits more frequently as needs for their services have increased. E-Rate category 2 funding is reaching its third year and libraries need tech assessments to help them determine which of their needs are eligible for E-Rate.

LIBRARY SERVICES REPORT

Tracy Carr provided the Library Services report. We have put together a curated list of 12 books related to professional development. This collection will be available for public libraries to help their directors. 46 of our 53 libraries requested this. We had 60 kits go out during May and June for summer library programs. We are continuing to acquire supplemental kits for libraries to check out that extend beyond books, such as costumes for programming. Eight members of the MLC staff have recently volunteered at the Eudora Welty house for children's story time.

ACTION ITEMS

Recommendation: *Approve the FY2024 budget request as presented, allowing for adjustments as needed prior to the August 2022 submission deadline*

Motion: Ann Marsh; *Second:* Stephen Cunetto

Action: Approved

Recommendation: *Approve a Personnel Incentive Grant Waiver Request for Educational Requirements for Marshall County Library System*

Motion: Stephen Cunetto; *Second:* Jolee Hussey

Action: Approved

Recommendation: *Approve a Personnel Incentive Grant Waiver Request for Educational Requirements for Pearl River County Library System*

Motion: Ann Marsh; *Second:* Stephen Cunetto

Action: Approved

Recommendation: *Approve a Maintenance of Effort Waiver for the Northeast Mississippi Regional Library System*

Motion: Ann Marsh; *Second*: Stephen Cunetto
Action: Approved


Recommendation: *Approve a Maintenance of Effort Waiver for the South Mississippi Regional Library System*

Motion: Stephen Cunetto; *Second*: Ann Marsh
Action: Approved

ADJOURN

Recommendation: *Adjourn meeting at 11:59 pm*

Motion: Stephen Cunetto; *Second*: Jolee Hussey
Action: Approved



Stephen Cunetto, Board Secretary

9/27/22

Date