



MISSISSIPPI LIBRARY COMMISSION
LEADERSHIP ADVOCACY SERVICE

MINUTES

**Mississippi Library Commission
Board of Commissioners Regular Meeting**

Date: September 27, 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 Teleconference: Becky Wright

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

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: Stephen Cunetto; *Second:* Ann Marsh

Action: Approved by unanimous roll call

MINUTES

Recommendation: *Approve minutes of the regular meeting on July 26, 2022.*

Motion: Ann Marsh; *Second:* Stephen Cunetto

Action: Approved by unanimous roll call

COMMISSIONERS REPORT

Chair Barnes expressed appreciation for MLC's Librarianship 101 program.

EXECUTIVE DIRECTOR'S REPORT

Employee Update – For the July/August reporting period, there were two new hires for Library Services. There were no separations. Several other new employees have accepted positions at MLC and will join the staff soon.

Reports Filed – All LSTA Grant reporting is current. All reports necessary to close FY22 and begin FY23 have been completed. The Five-Year Strategic Plan mandated by the State has been completed and submitted to the Department of Finance and Administration.

MLC Financials – We are on track; grant payments totaled \$675,368.67 during the July/August reporting period.

MLC Building Repair – Building shifts have created spaces that have allowed bats to get stuck between the building's interior and exterior. Operations is actively addressing this issue currently.

MAGNOLIA – Increase in funding allowed for maintenance of all databases as well as the addition of Encyclopedia Britannica K-8 database. Conversations were held with the Deans of Mississippi State University, the University of Mississippi, Southern Mississippi University, and Mississippi University for Women; these discussions led to the decision that the home server for the MAGNOLIA database will move to MLC from its present location at Mississippi State. The URL will change to magnolia.lib.ms.us.

PR Activities and MLC Newsletter – PR has been increasing awareness for Talking Book Services by creating flyers and informative videos for the service. PR staff also coordinated another successful Snapshot Day on July 27th. This event is growing in popularity with public libraries.

Statistics – Each year, public libraries must submit statistics data to IMLS. It is important that the data gathered is accurate, because IMLS uses these statistics for their annual report to congress regarding funding. Our FY2021 data has been filed and certified by IMLS. Tracy Carr plans to make a monthly template to make reporting easier for individual libraries.

Continuing Education Report / Consulting Data – There was a good turnout for the Public Library Directors meeting. MLC is currently hosting Librarianship 101, a 3-day seminar. MLC will be working together with the MS Humanities Council to develop a book club program for incarcerated Mississippians. This program will be conducted at Parchman and the South Mississippi Correctional Institute.

Palace Project – MLC applied and was selected for the Palace Project pilot program for e-books and audiobooks. Other test libraries include locations in New Mexico, North Dakota, and Kentucky.

Cataloging Project – MLC has commenced a project to recatalog the agency's children's material collection with the goal to make items easier to find in multiple formats. Once this has been completed, the same will be done with the agency's collection of graphic novels.

Talking Book Program – 50 new users registered for the service between July and August, bringing the total patron number to 5,600.

Mississippi Book Festival – MLC participated in the Mississippi Book Festival on Aug. 20 with a pop-up library which was well attended. The program offered information about Mississippi authors.

United for Libraries – All public libraries and the Board members of those libraries will now have the resources of United for Libraries for the betterment of their libraries.

MLC Library Use Statistics – MLC's Library Development Division getting back out on the road – during the July/August reporting period, they offered 411 consulting hours of service, which included four in-person site visits. MAGNOLIA use is picking up as school is back in session.

Podcasts – MLC's podcast remains popular, with 363 listening session downloads in the July/August reporting period. Four new episodes were released during this time.

Tech – We continue to work with AT&T regarding billing issues. Distribution of new PCs to MLC staff has begun.

BEAM – BEAM, or Broadband Expansion and Accessibility of Mississippi, is a brand-new directive of Governor Tate Reeves. He has appointed former legislator Sally Doty as the leader of the new office. The goal is to get internet to everyone in Mississippi in some capacity within the next five years and expand broadband capability throughout the state. Jennifer Peacock is our liaison with this program.

Other Information – On July 23, 2022, MLC hosted the annual meeting of the Mississippi Federation of Women's Clubs. During the Jackson water crisis, MLC complied with the Governor's directive that eligible employees could work from home. The new MLC official telework policy will be presented for approval from the Board today. On October 26, MLC will meet with Dr. David Holben of the University of Mississippi to discuss how MLC could potentially help facilitate his goal of taking STEM educational programs statewide.

Future MLC Commissioners Meetings – The next Board of Commissioners meeting will be on Tuesday, November 15th, 2022.

FINANCIAL REPORT

Jennifer Peacock delivered the financial reports for this period. The first report she presented is the close out of Fiscal Year '22, and the second is the start of Fiscal Year '23. Our appropriation is \$14,530,415.

ADMINISTRATIVE SERVICES BUREAU REPORT

Jennifer Peacock delivered the Administrative Services Bureau Report. Business services has been busy due to Fiscal Year changeovers. MLC's Operations Director, Josh Saxton, is leaving the agency. The new Operations Director will be joining the Agency on December 1st. During the reporting period, Technology Services made 23 site visits. Our PR team has been conducting several trainings and creating content for MLC. They also assist public libraries with social media and PR.

LIBRARY SERVICES REPORT

Tracy Carr delivered the Library Services Report. MLC will be partnering with the Mississippi Humanities Council to facilitate a prison book club. At present, college credits are already offered to inmates who take classes. The book club service will differ in that it will be a more accessible, conversational activity for incarcerated persons of various reading levels. Adding levels for emerging readers. These will be led by Shellie Zeigler, one of MLC's Library Consultants. At the Mississippi Book Festival, part of our exhibit featured our Talking Books service. Additionally, MLC recently acquired two new braille printers, one of which is portable. Attendees who visited MLC's booth at the Mississippi Book Festival were able to see braille printing in action. The printed item was a Richard Wright quote about Mississippi.

ACTION ITEMS

Recommendation: *Approve the Mississippi Library Commission Telework Policy*
Motion: Ann Marsh; *Second:* Stephen Cunetto
Action: Approved

Recommendation: *Approve a Maintenance of Effort Waiver for Copiah-Jefferson Regional Library System*
Motion: Stephen Cunetto; *Second:* Ann Marsh
Action: Approved

Recommendation: *Approve a Maintenance of Effort Waiver for Covington County Library System*
Motion: Ann Marsh; *Second:* Stephen Cunetto
Action: Approved

ADJOURN

Recommendation: *Adjourn meeting at 12:05 pm*

Motion: Ann Marsh; *Second:* Stephen Cunetto

Action: Approved by unanimous roll call

Stephen Cunetto

Stephen Cunetto (Nov 16, 2022 08:09 CST)

Stephen Cunetto, Board Secretary

Nov 16, 2022

Date