



MISSISSIPPI **LIBRARY** COMMISSION  
LEADERSHIP ADVOCACY SERVICE

**MINUTES**

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

**Date:** May 23, 2023

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

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

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

**Mississippi Library Commission (MLC) Staff Present:** Hulen Bivins, Jennifer Lena, Lynn Burris, Tracy Carr, Terrie Elbatnigi, Jennifer Todd

**Guests:** Jennifer Nichols, Special Assistant Attorney General

**CALL TO ORDER**

At 11:00 am Chair Barnes called the meeting to order and welcomed those present.

**AGENDA**

**Recommendation:** *Adopt agenda as presented but move executive session to top of agenda.*

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

**Action:** Approved by unanimous roll call

**EXECUTIVE SESSION**

**Recommendation:** *Chair Barnes called for a motion for the Board to consider entering into executive session to discuss a personnel matter in accordance with Mississippi Code Section 25-41-4(k)*

**Motion:** Ann Marsh; *Second:* Becky Wright

**Action:** Approved by unanimous roll call

**Recommendation:** *Chair Barnes made a Recommendation to enter into executive session*

**Motion:** Becky Wright; *Second* Stephen Cunetto

**Action:** Approved by unanimous roll call

*Board Goes into Executive Session*

**Recommendation:** *Award a salary increase of 5% for the Executive Director effective June 1, 2023.*

Motion: Jolee Hussey; *Second:* Ann Marsh

Action: Approved by unanimous roll call

**Recommendation:** *Close executive session and move to open meeting*

Motion: Ann Marsh; *Second:* Stephen Cunetto

Action: Approved by unanimous roll call

### *Board Returns to Open Meeting*

Chair Barnes announced that the Board approved awarding a salary increase of 5% for the Executive Director effective June 1, 2023 during the executive session.

## **MINUTES**

**Recommendation:** *Approve minutes of the regular meeting on March 28, 2023*

Motion: Lori Barnes; *Second:* Ann Marsh

Action: Approved by unanimous roll call

## **COMMISSIONERS REPORT**

Secretary Cunetto recognized the partnership between the MSU Extension Service, MLC, and other entities in establishing permanent StoryWalk in Belzoni, MS, which promote literacy and exercise as part of a Centers for Disease Control grant.

Chair Barnes mentioned the Summer Reading Program, that it is for all age groups, and encouraged everyone to take advantage of the Summer Reading Program at their local libraries.

## **EXECUTIVE DIRECTOR'S REPORT**

### **Budget**

The Legislative Session for the budget year of 2024 was one of the most eventful sessions ever experienced by this Director.

MLC gave a statement supporting the budget request before the Mississippi Senate Appropriations Committee on January 18, and before the Mississippi House Appropriations Committee on January 24. Level funding was preserved for MLC and its programs. The MLC funding level also allows MLC to maintain its MOE requirements with IMLS and the funding of the PIGP.

**MLC Financials:**

\$1,825,374.59 in grant program payments were made during the reporting period. State dollars in the amount of \$1,736,844.83 were expended(H/L/P). There were \$88,529.76 in LSTA payouts.

**Business Services Reporting**

Reports completed during the reporting period of March and April including LSTA grant reports, MS MAGIC security reports, and a completion report of an Internal Property Audit for MLC.

**Employee Update:**

Staff changes during the reporting period are:

**New Hires:**

Nathan Moss ---- Administrative Services

Beth Samson ---- Library Services

Cathy Davis-----Library Services

**Separations:**

None

**PR Activities and MLC Publications:**

PR activities at MLC recently completed work on a flyer for National Library Week, April 23-29; completion of a school advocacy kit; and completion of a new ophthalmologist brochure supporting the Talking Book program.

**MLC Building Repair:** Boiler #2 had drainage issues and was repaired.

**MLC Library Use Statistics:**

The following statistics were shared with the Commissioners:

Live CE training with 47 attendees

Recorded webinars were shared for the upcoming Summer Reading Program

2,692 Beehive Resource Sharing requests

MAGNOLIA searches: 9,762,843

LearningExpress Library sessions total 1,151 and hoopla had 23,310 checkouts.

Social media numbers: 4,605 Facebook; 1,920 Instagram; 2,479 Twitter; and 3,573 YouTube views.

Patent & Trademark visits: 115 training sessions

MLC podcast: "Stacks and Stories" has delivered 3 new episodes

Shellie Zeigler worked with the Mississippi Humanities Council and the Delta Correctional Facility to provide a four-week book club.

Laundromat grants are now installed at six locations. One of the two Cookmobile mobile kitchens has been placed in Vicksburg with a second unit to go to Dixie Regional at the end of May.

### **Talking Book:**

During this reporting period 48 new Talking Book users have registered for the service. The total number of patrons is 5,683. 17,336 items were circulated with 6,758 BARD downloads. 397 requests were filled through Large Print Direct, and 11,831 Books on Demand were downloaded.

### **Tech:**

The MLC helpdesk answered 69 tickets for MLC staff and 96 for public libraries. Number of site visits: 15. MLC is actively working on resolving issues with AT&T. MLC continues to help libraries with E- Rate filings.

### **Other News:**

The MLC Director had the opportunity to speak on April 21 in Tupelo to the Mississippi Federation of Women's Clubs.

MLC continues to work through new legislation that affects digital library collections and limits some database content to users under 18.

### **Future MLC Commissioners meetings:**

The next regular meeting of the Mississippi Library Commission Board of Commissioners is scheduled for July 25, 2023.

## **FINANCIAL REPORT**

Jennifer Lena, Administrative Services Deputy Director, reviewed the financial documents for the board. All expenditures are on target as we end this fiscal year.

## **ADMINISTRATIVE SERVICES BUREAU REPORT**

Jennifer Lena, Administrative Services Deputy Director, discussed Natalie Dunaway moving to the *Community Outreach Coordinator* position. This position will assist library directors with community needs assessments and strategic plans.

## **LIBRARY SERVICES BUREAU REPORT**

Deputy Director for Library Services Tracy Carr delivered the Library Services Report and discussed how the new Books on Demand program in Talking Books is making the accessibility for patrons increase exponentially.

## **ACTION ITEMS**

**Recommendation:** *Adopt Fiscal Year 2024 budget*

Motion: Ann Marsh; *Second:* Becky Wright

Action: Approved by unanimous roll call

**Recommendation:** *Revise age requirement in Usage of Materials policy*

Motion: Ann Marsh; *Second:* Stephen Cunetto

Action: Approved by unanimous roll call

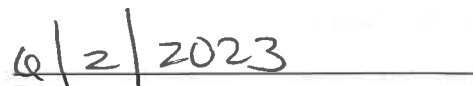
## **ADJOURN**

**Recommendation:** *Adjourn meeting at 12:20 pm*

Motion: Becky Wright; *Second:* Stephen Cunetto

Action: Approved by unanimous roll call

  
Stephen Cunetto, Board Secretary

  
Date