

MINUTES

LAMAR COUNTY LIBRARY SYSTEM ADMINISTRATIVE BOARD OF TRUSTEES

BOARD MEETING

Date: May 17, 2022
Time: 1:30 p.m.
Location: Lamar County Board of Supervisors Meeting Room

Meeting was brought to order by Peggy Moore at 1:35 p.m. Trustees in attendance were Peggy Moore and Barbara Hahn. Also in attendance were: Director Diane DeCesare Ross and Assistant Director Bridget Reeves.

1.0 **Set Agenda**

Lack of quorum: no approval of agenda could occur.

2.0 **Approval of Minutes**

Lack of quorum: no approval of minutes for March 15, 2022, could occur.

3.0 **Comments from the Public**

Public attendees included several members of the Lumberton Friends of the Library, as well as all four LCLS branch managers, and Shellie Ziegler (our library consultant from MLC). One of the Friends praised the staff at Lumberton but noted that staff are often doing their own thing at the computers rather than working, don't greet patrons promptly, and need to dress more professionally. The Friends are willing to pay for Polo shirts to use for a uniform. The Friends also noted the frequent presence of a particular vagrant who could be dangerous. There was some discussion of the issues. The Director and attending Board members thanked the Friends group for bringing these concerns to attention.

4.0 **Financial Reports**

4.1 **Status of FY2020/21 Audit**

Director reported that the auditor is still working on the audit. There seem to have been some recent personnel losses with the auditing firm causing delays, so we have obtained an extension from MLC which will allow us to get the audit to them by the end of June rather than May 31.

4.2 **Transaction Listing**

Listing was presented to the Board.

4.3 **Budget vs. Actual Report**

Report was presented to the Board.

Lack of quorum: no approval of financial reports could occur.

5.0 Incident Reports

The following incident reports were presented:

- 5.1 Purvis: Patio Mess
- 5.2 Lumberton: Fall During Walking Club
- 5.3 Lumberton: "Yard Art"
- 5.4 Lumberton: Inappropriate Behavior (Employee)
- 5.5 Lumberton: Inappropriate Behavior (Patron)
- 5.6 Oak Grove: Sheriff Request for Camera Footage

Discussion of item 5.2 led to the question of what is covered under our liability insurance. Just library-sponsored events or community events on library property as well? Are library-sponsored events off library property also covered. We need to follow up with our legal advisor and the County.

6.0 Deletion List

Assistant Director presented the deletion list. Lack of quorum: no approval of deletion list could occur.

7.0 Technical Services

Assistant Director reported that the Toshiba upgrades are still in progress. She also reported that we need computer replacements or upgrades. We are testing one computer with small upgrades to determine if small fixes will solve the problems.

8.0 Personnel Matters

- Elayne Lockett (part-time employee) has moved from the Sumrall Branch to the Oak Grove Branch.
- **New Hires**
 - Deborah Lovely was hired for Oak Grove.
 - Emilee Norris was hired for Oak Grove.
- **New Open Position in Lumberton**
 - This week, Branch Manager Sherri McSorley is interviewing two candidates from the recent candidate pool.
- **Resignation of Director**
 - Director Diane DeCesare Ross has resigned her position, effective May 31, 2022. The Board of Trustees is currently formulating a plan for moving forward.

9.0 Old Business

9.1 Status of Grant Projects

- **World Explorer Backpack Project:** \$2,960 to put together 32 backpacks (8 for each branch) filled with items to enhance various outdoor activities, available for checkout to patrons. Materials have been ordered and are in the process of being received. Once received, reimbursement requests must be submitted to MLC by June 10, 2022.
- **Smart TVs:** \$4,040 to purchase large-screen Smart TVs for programming and meetings. We have received and approved quotes from Best Buy Installation will be done, and we will be invoiced by May 31. Reimbursement requests must be submitted to MLC by June 10, 2022.

- **Collection enhancement:** \$11,418 to purchase materials that will help us fill gaps in our collection and/or bring materials up to date. All materials have been ordered and most have been received. Reimbursement requests must be submitted to MLC by June 10, 2022.
- **Website Revamp:** \$18,500 to completely overhaul our website, integrating the social media presence of all our branches into one seamless online presence that will assist us in providing better service to our patrons, especially in the digital environment. The designer working to be finished by May 31. Reimbursement requests must be submitted to MLC by June 10, 2022.

9.2 Summer Reading Program theme is “Oceans of Possibility.” Registration will begin June 1, with programs beginning the following week. July 12th and 13th will be the finale. System-wide grand prizes:

- Early Lit (Ages 0-6): Sand/water table with sand and sand molding toys
- Children’s (Ages 6-11): Microscope
- Tween/Teen (Ages 11-18): Youth Kayak with Life Vest
- Adult (18&up): Adult Kayak with Life Vest

9.3 Circulation Policy Update: We would like to consider a policy that would allow middle school and high school students to get a teen restricted library card without a parent or guardian present. This would bring more teens into the library and increase our circulation statistics. One manager has reported that she has had to deny checkouts to multiple teens because they were not eligible for cards without their parents present.

This matter was tabled for future discussion when more Board members are present.

10.0 Discussion / New Business

10.1 Assistant Director’s Report from MLC meeting

Assistant Director reported on her recent attendance at the MLC Directors’ Meeting in Jackson, which included discussion of recent book challenges in libraries. These do not seem to be random incidents, but organized protests. Attendees were cautioned that a book challenge in their libraries was a matter of when, not if. The most important protection is to have a good book challenge policy and make sure all staff are aware of the proper procedures. The Assistant Director noted her intention to form a committee to address this issue. The Board Chair requested that at least one Board member be included on the committee. Library Consultant Shellie Ziegler noted that all policies should be reviewed by the Board once a year and noted that some Boards review one policy per Board meeting.

10.2 Dress code: Staff have requested a review of the current dress code, asking for

- Shorts to be allowed during outdoor programming (particularly in the summer) and on mail run.
- Mechanically ripped jeans (sold that way) to be allowed.
- A clearer definition of flip-flops (Are slides okay? Is it the sound they

- make or the amount of foot on view that is the problem?)
- Clarity on the issue of leggings. (Are leggings with a tunic top okay? What is the relationship with tights?)

This matter was tabled for future discussion when more Board members are present.

11.0 Executive Session

Lack of quorum: no motion to move to Executive Session could occur. However, the Director asked the Public to exit due to sensitive matters to discuss with the Board and the Library Consultant.

With there being no more public business, the public meeting was adjourned at 2:30 p.m.

Next meeting date: July 19, 2022

Respectfully submitted by:

Diane DeCesare Ross, Director

Jane Simm, Board Secretary