

## AGENDA

### LAMAR COUNTY LIBRARY SYSTEM ADMINISTRATIVE BOARD OF TRUSTEES

#### BOARD MEETING

**Date:** November 15, 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, Jenny Thames, and Barbara Hahn. Also in attendance were: Interim Director Bridget Reeves, and legal advisor Chris Townsend.

#### 1.0 Set Agenda

Motion to approve agenda: Barbara Hahn; 2nd by Jenny Thames. All approved.

#### 2.0 Approval of Minutes

Motion to approve minutes for September 20, 2022: Barbara Hahn; 2nd by Jenny Thames. All approved.

Motion to approve minutes for September 20, 2022, Executive Session Meeting: Barbara Hahn; 2nd by Jenny Thames. All approved.

#### 3.0 Comments from the Public

#### 4.0 Board Business

#### 5.0 Financial Reports

**5.1 Transaction Listing** September 20, 2022 – November 14, 2022

**5.2 Budget vs. Actual Report**

Motion to approve financial reports as presented: Barbara Hahn; 2nd by Jenny Thames. All approved.

#### 6.0 Incident Reports

- Sumrall front door hit by rock and shattered. Replaced by County

#### 7.0 Deletion List

- No deletions at this time.

#### 8.0 Technical Services

**8.1** Update on Security Camera upgrades by Security Blanket

- All cameras have been installed and the final software installation are happening this week.

**8.2** Reimbursement request being submitted this week

## **9.0 Policy / Procedure Discussion**

### **9.1 Weeding**

The auditor has expressed concern about the nature of the weeding process in the library system. Current weeding is done at the branch level with no oversight. Advice was sought from MLC and from other library systems. This was combined with discussions between the Head of Technical Services, Bridget Reeves, and the Head Cataloger, Kayle Sullivan, which has resulted in a decision to change our weeding process.

Please see attached information to support this change.

Discussion was had about the increased number of items weeded in the past year. Numbers were presented to the board and the 2 managers in attendance. The Board called on the managers for their opinion. They assured the board that they were following a process and that the items being weeded were necessary. Upon further discussion with the Board and the Board attorney, it was decided to halt all weeding until the new policy could be written. Peggy Moore recommended that we include the managers in the discussion and revision.

Motion to approve change to current weeding procedure to correct issues caused in financial Audit : Barbara Hahn; 2nd by Jenny Thames. All approved.

## **10.0 Personnel Matters**

**10.1** Email vote to reinstate Bridget Reeves as Interim Director after the resignation of Susan Delmas on September 9, 2022.  
An email vote was held and approved unanimously by the board on September 22, 2022.

**10.2** Autumn Childers was hired to fill the vacancy at Purvis.

## **11.0 Discussion / New Business**

### **11.1 Board of Trustees training from MLC**

- Schedule a date and fill out form to request training
- Date requested will do training on the morning of the January 17, 2023, meeting.

## **12.0 Executive Session**

### **12.1 Discussion of Library Director Search**

Motion to move into Executive Session to discuss sensitive matters: Barbara Hahn; 2nd by Jenny Thames. All approved.

With there being no more business, a motion was made by Peggy Moore to adjourn to executive session. 2<sup>nd</sup> by Jenny Thames. All approved.

**Next meeting date: January 17, 2022**