



AGENDA

LAMAR COUNTY LIBRARY SYSTEM ADMINISTRATIVE BOARD OF TRUSTEES

BOARD MEETING MINUTES

Date: November 21, 2023
Time: 1:30
Location: Lamar County Board of Supervisors Meeting Room

Meeting was brought to order by Peggy Moore at 1:40 P.M. Trustees in attendance are: Peggy Moore, Kent Hudson, Carol Ann Freeman, and Barbara Hahn. Also in attendance are Director Brianna Williams, Assistant Director, Katherine Frisch, Legal Advisor, Chris Townsend, and all branch managers.

Set Agenda:

Motion to approve agenda Carol Ann Freeman 2nd Barbara Hahn.

Public Forum:

Consent Agenda Items:

Motion to set agenda: Motion to approve items (A through F)

Motion: Carol Ann Freeman; 2nd Barbara Hahn. All Approved.

Notes:

A. Approval of the September 2023, Board Minutes

B. Personnel Matters

- a. Resignation: Cora Panning, Miranda Williamson
- b. New Hire: Johonna Bush (Sumrall October 2)
- c. Raises

C. Finances

- a. Bank Reconciliation
- b. Financial Reports
- c. Budget vs. Actual

D. Inventory Matters

- a. Deletion List

E. Policy Matters

- a. Added Sick Leave accrual to Policy.

F. Budget Matters

Business Matters/Discussion Agenda Items:

G. Additional Matters

- a. 6-week maternity leave
 - Motion to approve additional two-week leave Carol Ann; 2nd Barbara Hahn. All Approved
- b. Purchase of new square and iPad for all four branches
 - Motion to approved purchase of new squares for all four branches Barbara Hahn; 2nd Carol Ann. All approved.
- c. Hire of new library associate for Sumrall
 - Motion to approve opening and hiring library associate Kent Hudson; 2nd Barbara Hahn. All approved
- d. Dress code
 - Motion to approve changing dress code to business casual Barbara Hahn; 2nd Carol Ann Freeman. All approved.
- e. Hoopla
 - Motion to approve an increase in Hoopla budget Carol Ann; 2nd Kent Hudson. All approved.
- f. Christmas Closure for December 22 – January 2nd.
 - Motion to approve closure for December 22-January 1st reopening January 2nd. Holiday pay for December 25, 26, and Jan. 1st. Administrative Regular pay for December 22 (partial day), December 27-29. Kent Hudson; 2nd Barbara Hahn. All Approved.

g. Uhaul Rental

- Motion to approve rental of Uhaul to move furniture, Charlie Cart, and books, All approved.

h. Incident Report

- Director asks to ban Luke Coulters from all branches and specifically the Lumberton branch. All Approved.

Adjourn

With their being no more business, motion to adjourn meeting.

Motion Peggy Moore; 2nd Barbara Hahn. All approved.