**MINUTES**

**Mississippi Library Commission**

**Board of Commissioners Regular Meeting**

**March 28, 2017**

**1st Floor Main Meeting Room**

**3881 Eastwood Drive, Jackson, Mississippi**

**Board of Commissioners (BOC) Present:** Janet Armour, Jolee Hussey, Ann Marsh, Pamela Pridgen, and Suzanne Poynor.

**Mississippi Library Commission (MLC) Staff Present:** Lynn Burris, Tracy Carr, Susan Cassagne, David Collins, Ethel Dunn, Lacy Ellinwood, Susan Liles, Jennifer Peacock, Tracy Sias-Sampson, and Ally Watkins.

**Guests:** Jenniffer Stephenson, Greenwood-Leflore County Library System Director; and Sara DeLoach, Special Assistant Attorney General.

**Call to Order**

Chair Marsh called meeting to order at 11:00 a.m. and welcomed guests.

**Agenda**

*Recommendation: Adopt agenda as presented.*

**Motion: Pamela Pridgen**

**Action: Approved**

**Minutes**

*Recommendation: Adopt minutes of the regular meeting on January 24, 2017 and special called meeting on February 23, 2017 as presented.*

*1/24/17:*

**Motion: Jolee Hussey**

**Action: Approved**

*2/23/17:*

**Motion: Janet Armour**

**Action: Approved**

**Among Us**

Ally Watkins, Library Consultant, Library Development, and Tracy Sias-Sampson, Special Projects Officer, Technology Services, each gave an overview of their job duties and background.

**Commissioners Report**

Jolee Hussey thanked MLC staff for their hard work during these difficult times. Suzanne Poynor commented on the Library Day at the Capitol on March 14, saying it was great to see so many legislators and library supports at the event. Pamela Pridgen thanked MLC staff for hard work during the PLD symposium on February 23.

**Financial Report**

Lynn Burris, Business Services Director, provided an overview of the agency’s current budget expenditures and answered questions from the board.

**Executive Director’s Report**

Susan Cassagne provided calendar of events from the past two months, including several meetings that were held with key legislators and LBO analysts to provide them with information they needed in considering MLC’s FY18 budget. Visited Hancock County Board of Supervisors regarding LS&S takeover. Sent email to representatives and senators Thad Cochran’s and Roger Wicker’s offices about President Trump’s proposed federal budget cuts for FY18.

**Special Reports**

Susan Liles presented a film of the Library Day at the Capitol event on March 14, and Sunflower County Library System. Both films highlighted why libraries are important to the communities they serve and why funding from MLC is necessary. Tracy Carr, Library Services Director, and Jennifer Peacock, Administrative Services Director, each provided highlights of activities in their area.

**Public Comments**

None.

**Action Items**

***Recommendation: Approve an extension of the March 31, 2017 deadline for receipt of the annual audit for the Washington County Library System until May 1, 2017.***

**Motion: Jolee Hussey**

**Action: Approved**

***Recommendation: Approve an extension of the March 31, 2017 deadline for receipt of the annual audit for the Carnegie Public Library of Clarksdale and Coahoma County until April 30, 2017.***

**Motion: Pamela Pridgen**

**Action: Approved**

***Recommendation: Approve a change in the educational requirements for the directors of library systems whose service area population is less than 15,000 (Rural Library Systems), and amend the Accreditation Program Measures, as follows:***

**STAFFING**

**18. S1a. A library system with a service area population of greater than 15,000 must have a permanent, paid, full-time director who has, or will have within three (3) years of hire, a master’s degree in Library Science from a school accredited by the American Library Association.**

**18. S1b. A rural library system, whose service area population is less than 15,000 may employ a permanent, paid, full-time director who has a bachelor’s degree, and who agrees to complete three specific master’s level classes (at least one per year for three years) from a school accredited by the American Library Association; attend specific continuing educational workshops, annually, as offered by MLC; and submit Annual Reports, completed by the Chair of the Administrative Board of Trustees.**

**Motion: Janet Armour**

**Action: Approved.**

***Recommendation: Approve the Revised Policy #17-01, which sets forth the standards for usage of state-owned wireless communication devices by Mississippi Library Commission employees.***

**Motion: Suzanne Poynor**

**Action: Approved.**

**Discussion Item**

**Evaluation of the Library Services and Technology Act (LSTA)-Five Year Plan (2013-2017)** – Susan Cassagne gave an overview of the evaluation of the current five-year plan, by reviewing documents and content. The new plan for federal years 2018-2022 will be due June 30, 2017. Jennifer Peacock stated that the plan will be written very broadly, but will follow IMLS guidelines. Pamela asked that prior to approving the plan the board be given a detailed explanation.

**Miscellaneous**

National Library Legislative Day will be held May 1-2, 2017, in Washington, D.C. MLC will send BOC Chair Marsh and Executive Director Cassagne; Jolee Hussey will attend at her own expense. Mara Polk, MLA Legislative Chair is scheduling the legislative visits and will get information to Mississippi delegation soon.

**Updates**

Hancock County Library System – the presentation to the Hancock County Board of Supervisors by Library Systems & Services (a private, for-profit company that contracts with local governments to take over local library services) continues to be a concern. MLC is working with the library system to provide assistance and information.

Tallahatchie County Library System – Susan Cassagne is working with the director and local funding authorities to keep the lines of communication open to resolve problems in an effort to continue library services to county residents.

**Calendar**

Calendar of Events provided.

**Adjournment**

The meeting adjourned at 1:15 p.m.

Next regular meeting of the Mississippi Library Commission Board of Commissioners is scheduled for May 23, 2017, 11:00 a.m. in the agency’s 1st floor main meeting room.

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Jolee Hussey, Board Secretary Date