**MINUTES**

**Mississippi Library Commission**

**Board of Commissioners Regular Meeting**

July 24, 2018 1st Floor Main Meeting Room

3881 Eastwood Drive, Jackson, MS

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

**Mississippi Library Commission (MLC) Staff Present:** Hulen Bivins, Lynn Burris, David Collins, Ethel Dunn, and Jennifer Peacock

**Guests:** Sara DeLoach, Special Assistant Attorney General, and Cheri Godwin, Director, Pine Forest Regional Library

**Call to Order**

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

**Agenda**

***Recommendation: Adopt agenda as presented.***

Motion: Janet Armour; Second: Suzanne Poynor

Action: Approved

**Minutes**

***Recommendation: Approve minutes of the regular meeting on May 22, 2018.***

Motion: Suzanne Poynor; Second: Pamela Pridgen

Action: Approved

**Public Comments**

Cheri Godwin, Director of Pine Forest Regional Library provided background information on the need for the maintenance of effort waiver. This waiver is requested because of a decrease in county funding.

**Financial Report**

Executive Director Hulen Bivins presented agency’s financial report. The agency is closing FY18, beginning FY19 and planning for FY20. Agency expenditures in good shape for current point in fiscal year.

**Commissioner Reports**

Chair Poynor reported that the National Library Legislative Day in Washington, D.C. went very well. The congressional visits were productive and very positive. Overall, the Mississippi delegation did a good job in explaining the importance of libraries to the citizens of Mississippi.

**Special Reports**

**Administrative Services Bureau Report –** MLC continue to be challenged in retaining staff. In the months of May and June four staff were hired and three staff resigned. During the month of July three staff have resigned. AT&T have filed an appeal to stop CSpire contract. We continue to monitor the situation.

**Libraries Services Bureau Report –** Logged 641 consulting hours with library staff offering advice and support. Approximately 3,017,251 statewide searches through MAGNOLIA, and 2,309 requests filled for Beehive Resource Sharing System. Talking Book Services circulated 34,912 materials and enrolled 83 new patrons. Mississippi Public Broadcasting “Great American Read” program will sponsor a social media campaign and film made at the 4th annual Mississippi Book Festival in August.

**Public Relations Report** – Completed and distributed the Continuing Education Catalog, redesign and distribute public library map, and completed the agency newsletter. Partnering with Mississippi Public Broadcasting featuring the “Great American Read” program. Planning library “Snapshot Day” event on August 3, where each library will take a photo of an activity highlighted in their library.

**Executive Director’s Report** *–*

**Library Visits** - To date, Hulen has visited a total of 19 public library systems working on restoring goodwill and trust. During these visits he has learned a lot about the state and Mississippi public libraries.

**Budget** – For FY20 budget Hulen propose requesting the following:

1. 10% increase in the Personnel Incentive Grant Program
2. 3% salary increase for the employees of MLC
3. $300,000 increase for MAGNOLIA
4. The creation of a $350,000 challenge grant for public library repair/renovation
5. MLC facility repairs in the amount of $476

**Grants** – Challenged grants to be presented to legislators during the legislative session because of aging public library buildings in need of repair.

**Waiver** – An IMLS waiver will be filed because of the shortfall in state funding. This waiver is requested so that MLC can continue to receive federal funding.

**Peer Review Grants** – The Executive Director proposes that the MLC Competitive Grants Program which uses federal funds be returned to a peer review process as a matter of fairness. This change would drop the one-person review program used in past years and allow librarians to judge the worthiness of a program to be instituted in a public library. Commissioner Pridgen suggested that public library directors be given an opportunity to give input on any proposed changes to the grant program.

**Summer Reading Kickoff** – MLC held a Summer Reading Kickoff event on June 8 with many activities highlighting the importance of reading during the summer months. The event was successful with several celebrity readers participating including the Governor’s wife and the First Lady of Jackson.

**Listserv** - Following the institution of new rules of conduct for all the MLC Listserv information exchange boards there has been no more blatant bullying and personal criticism of individuals.

***Recommendation: The September 25, 2018, Mississippi Library Commission regular Board of Commissioners meeting be held at the First Regional Library System in Hernando, MS.***

Motion: Janet Armour; Second: Suzanne Poynor

Action: Approved.

**Action Items**

***Recommendation: Approve the FY20 budget request as presented, allowing for adjustments that might be needed prior to the August 1, 2018, submission deadline.***

Motion: Suzanne Poynor; Second: Pamela Pridgen

Action: Approved

***Recommendation: Approve an educational waiver for Joan Chism for a period of one year from this date for the Copiah-Jefferson Regional Library while an active search is made for a permanent, qualified director.***

Motion: Janet Armour; Second: Suzanne Poynor

Action: Approved

***Recommendation: Approve the waiver request for maintenance of effort for the Pine Forest Regional Library for the personnel incentive grant program FY19.+***

Motion: Suzanne Poynor; Second Janet Armour

Action: Approved

***Recommendation: Approve the waiver request for maintenance of effort for the Tallahatchie County Library for the personnel incentive grant program FY19.***

Motion: Pamela Pridgen; Second: Janet Armour

Action: Approved

***Recommendation: Approve the waiver request for maintenance of effort for the East Mississippi Regional Library System for the personnel incentive grant program FY19.***

Motion: Suzanne Poynor; Second: Janet Armour

Action: Approved

***Recommendation: Approve the waiver request for maintenance of effort for the Hancock County Library System for the personnel incentive grant program FY19.***

Motion: Suzanne Poynor; Second: Pamela Pridgen

Action: Approved

***Recommendation: Approve the waiver request for maintenance of effort for the Carnegie Public Library of Clarksdale and Coahoma County for the personnel incentive grant program FY19.***

Motion: Pamela Pridgen; Second: Janet Armour

Action: Approved

**Calendar of Events provided.**

**Adjourn**

***Recommendation: Board Meeting be adjourned.***

Motion: Janet Armour; Second: Suzanne Poynor

Action: Approved

Meeting adjourned at 12:15 p.m.

Next regular meeting of Mississippi Library Commission Board of Commissioners is scheduled for September 25, 2018, 11:00 a.m. at the First Regional Public Library System in Hernando, Mississippi.

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Ann Marsh, Board Secretary Date