

**MINUTES**  
**Mississippi Library Commission**  
**Board of Commissioners Regular Meeting**

March 26, 2019

Mississippi Library Commission  
3881 Eastwood Drive  
Jackson, Mississippi

**Board of Commissioners (BOC) Present:** Jolee Hussey, Ann Marsh, and Suzanne Poynor  
**Absent:** Stephen Cunetto

**Mississippi Library Commission (MLC) Staff Present:** Hulen Bivins, Lynn Burris, Tracy Carr, Ethel Dunn, and Susan Liles

**Guest:** Sara DeLoach, Special Assistant Attorney General

**CALL TO ORDER**

Chair Hussey called the meeting to order at 11:00 a.m. and recognized guests. Tracy Carr, Library Services Bureau Director and Lynn Burris, Administrative Services Business Services Director introduced new staff in each bureau.

**AGENDA**

**Recommendation:** *Adopt agenda as presented.*  
**Motion:** Ann Marsh; *Second:* Suzanne Poynor  
**Action:** Approved

**MINUTES**

**Recommendation:** *Approve minutes of the regular meeting on January 22, 2019.*  
**Motion:** Ann Marsh; *Second:* Suzanne Poynor  
**Action:** Approved

**PUBLIC COMMENTS**

None.

**COMMISSIONER REPORTS**

Commissioner Ann Marsh stated how she appreciates the newsletter and other updates she receives from the Commission staff. Chair Jolee Hussey indicated how important it is to recognize the hard work of staff.

**EXECUTIVE DIRECTOR'S REPORT**

**Institute of Museum and Library Services (IMLS) Update** – Ms. Robin Dale, who was the Director of Library Services at IMLS has resigned. She was the ultimate decision maker regarding Mississippi's IMLS waiver/appeal process.

**MLC Budget for FY20** – House Bill 1644 as introduced by the House of Representatives included level funding for MLC and additional funds for the increase of public library employee insurance costs. The Senate Amendment included additional one-time funds from the Capital Expense Fund. A portion of these funds would be used to cover the loss of federal IMLS funds from the Grants to State program due to a failure of MLC to meet IMLS mandated Maintenance of Effort. The final appropriation bill will be decided by a conference committee consisting of three members from the House of Representative and three members from the Senate and then passed by both the House and Senate. The final bill passed by the House and the Senate should be then signed by the Governor thus becoming the MLC budget for the forthcoming FY2020 fiscal year.

**Personnel Incentive Grant Program (PIGP) Formula Update** – Three options were presented at the meeting with public library directors on Feb. 22. Each formula was explained, and a spreadsheet distributed to each library director to review. In mid June each public library system will vote on their preferred formula. Afterward the preferred formula will be presented to the Board of Commissioners for consideration.

**Employee Update** – Four new employees joined MLC recently including:  
Taraki Jones, Circulation Services Supervisor  
Sharmaine Frazier, State E-rate Coordinator  
Alex Brower, Reference Librarian  
Bobbie Green, Purchasing Chief

**Talking Book Services** – National Library Service Consultant MaryBeth Wise visited the Library Commission on Feb. 4-5, 2019, to assess agency compliance, create a report, and offer suggestions on areas of change or improvement. Ms. Wise met with the Executive Director, Library Services Bureau Director and Talking Book staff. A report/evaluation as to the compliance of MLC's Talking Books program with national standards will be provided at a later date.

**Awards and Recognitions** – STAR public library awards were presented to public libraries at the meeting on Feb. 22, 2019. MLC also recognized excellence in the reporting of state government publications with the newly created "Summit Award" given in three categories. All of the winners are noted in MLC's most recent newsletter.

**MLC Advocacy Day** – The day was a success with a large crowd of librarians and library supporters in attendance on March 12. Legislators were invited to visit the public libraries exhibits.

### **FINANCIAL REPORT**

Lynn Burris presented the agency's finance report. She stated that the Commission is currently on track and is monitoring expenditures.

## **ADMINISTRATIVE SERVICES BUREAU REPORT**

Lynn Burris provided updates in the Administrative Services Bureau including all grant payments and invoices paid on time. Technology Services busy working on E-rate deadlines. Total of 234 helpdesk tickets were resolved during the two-month period since the Board's last report provided in January.

## **LIBRARY SERVICES BUREAU REPORT**

Tracy Carr provided the overview of the Library Services Bureau. Consulting hours have increased tremendously in the past two months. Louisa Whitfield-Smith is developing a pilot project to text to check out books, whereby patrons can check out materials via text message. Lacy Ellinwood conducted two Friends of the Library trainings and Mac Buntin conducted two Trustee Trainings recently. Shellie Zeigler is working on project to offer Backpacks in Your Backyard, which is a pilot project where patrons check out a backpack with outdoor items. There were 88 new patron applications for Talking Book Services. Magnolia had 10,067,331 searches and Patents and Trademark provided 137 training sessions for patent customers.

## **PUBLIC RELATIONS REPORT**

Susan Liles has been working on agency podcasting. Tracy Carr, Library Services Bureau Director was recently featured on "Mississippi Roads" television show discussing the Little Free Libraries. Susan to conduct an iPad/iPhone filmmaking training for public librarians. Currently coordinating the Summer Library Program Kickoff event at the Library Commission on April 25, 2019.

## **UPDATES**

**Board of Commissioners Vacancy** – Efforts continue to reach out to the Governor's appointment director expressing the need to fill the vacant appointment on the board. This appointment will complete the remainder of Janet Armour's term which expires on June 30, 2021.

## **DISCUSSION ITEMS**

**Board Attendance at ALA Annual Conference** – After some discussion, no board member in attendance could attend the conference set for June 20-25, 2019 in Washington, D.C. It was suggested that Stephen Cunetto be asked to represent the BOC, along with Hulen Bivins, Meredith Wickham and Sarah Ruskey.

## **ACTION ITEMS**

**Recommendation:** *Approve a provisional director waiver for Meridian-Lauderdale County Public Library (MLCPL) for Emma Boyd under the following terms and conditions:*

**Local Board must:**

- *Sign and return agreement to agency showing intent to comply*
- *Comply with reporting requirements for duration of waiver as detailed in the agreement*

**Provisional Director must:**

- *Sign and return agreement to agency showing intent to comply*

- *Pursue master's degree in library science from school accredited by American Library Association*
- *Maintain a minimum 3.0 GPA (or equivalent)*
- *Obtain said degree within three years from beginning date of waiver*
- *Comply with all reporting requirements for duration of waiver period as detailed in the agreement.*

Motion: Ann Marsh; *Second:* Suzanne Poynor  
 Action: Approved

## CALENDAR

Updated Agency calendar was provided.

## MISCELLANEOUS


Charlie Simpkins and Wes Von Hoene provided a demonstration of the new MLC drone. The Agency plans to test the drone to see if it will be beneficial for public library use in STEM educational activities.

## ADJOURN

*Recommendation:* *Adjourn meeting*  
 Motion: Ann Marsh; *Second:* Suzanne Poynor  
 Action: Approved

Next regular meeting of Mississippi Library Commission Board of Commissioners is scheduled for May 28, 2019, 11:00 a.m. in the main meeting room.

  
 Ann Marsh, Board Secretary

  
 Date