

**MINUTES**  
**Mississippi Library Commission**  
**Virtual Board of Commissioners Regular Meeting via Zoom**

July 28, 2020

Mississippi Library Commission  
3881 Eastwood Drive  
Jackson, MS 39211

**Board of Commissioners (BOC) Present via Zoom:** Lori Barnes, Stephen Cunetto, Jolee Hussey, and Becky Wright      **Present at MLC:** Ann Marsh

**Mississippi Library Commission (MLC) Staff Present via Zoom:** Hulen Bivins, Tracy Carr, Ethel Dunn, Kristina Kelly, and Jennifer Peacock.

**Guests via Zoom:** Jay Woods, Special Assistant Attorney General.

**CALL TO ORDER**

Chair Cunetto called the meeting to order at 11:02 a.m., thanked everyone for attending and welcomed guests.

**AGENDA**

**Recommendation:** *Adopt agenda as presented*  
**Motion:** Ann Marsh; *Second:* Jolee Hussey  
**Action:** Approved by rollcall (*Ann Marsh, Jolee Hussey, Becky Wright, Lori Barnes, Stephen Cunetto*)

**MINUTES**

**Recommendation:** *Approve minutes of the regular meeting on May 19, 2020*  
**Motion:** Lori Barnes; *Second:* Ann Marsh  
**Action:** Approved by rollcall (*Ann Marsh, Jolee Hussey, Becky Wright, Lori Barnes, Stephen Cunetto*)

**Recommendation:** *Approve minutes of special called meeting on July 6, 2020*  
**Motion:** Jolee Hussey; *Second:* Becky Wright  
**Action:** Approved by rollcall (*Ann Marsh, Jolee Hussey, Becky Wright, Lori Barnes, Stephen Cunetto*)

**PUBLIC COMMENTS**

None.

**COMMISSIONER'S REPORT**

None.

## **EXECUTIVE DIRECTOR'S REPORT**

**Covid-19** – The Library Commission is still closed to the general public, however; curbside service is being provided. MLC staff continue to work closely with library directors in seeking best ways to provide services to their communities.

**Budget** – The 2021 fiscal year began on July 1, 2020. The BOC approved the FY2021 budget on July 6, 2020 in a special called meeting. As passed, the MLC budget for FY21 includes the loss of one staff position and 3.5% cut in funding.

**Financials** – Business Services staff working to close out FY20, while opening the current fiscal year. Grant program payments of \$52,095.38 and \$1,425,655.04 have been paid during this reporting period. Also, the LSTS Quarterly Grant report has been submitted.

**IMLS** – The U.S. Senate is set to consider the Library Stabilization Fund Act for additional Covid-19 relief funding to libraries. This funding would establish a \$2 billion fund to address financial losses and bolster library services, with priority to the hardest-hit communities.

**New Employees – New hires** – Jayson Bounds (Library Services, Talking Books); Nixcola Jones (Library Services, Talking Books); Abbe Macoy (Library Services, Reference); Jennifer Todd (Administrative Services, Technology Services); **Retirement** – Curtis Sene Chatmon (Library Services, Circulation).

**Building Maintenance** – The repair of the building roof has not been completed primarily due to weather conditions. Other tasks regarding building maintenance include: installation of a new secure building door key system, alterations to and repair of concrete areas outside of the staff lounge, and inspection of the fire pump system.

**Contract 5000** – No update to report.

**MLC Library Use/Statistics** – MAGNOLIA searches - 2,474,045; Hoopla checkouts – 3,412; RBDigital checkouts – 799; Learning Express sessions – 265. Three new podcasts posted, 798.25 consulting hours working with public libraries; 462 Bechive Resource Sharing requests filled with 2,019 requests received; 140 Technology Services helpdesk tickets handled; 3 webinars posted, and 6 virtual meetings with 302 attendees.

**Talking Books** – The Talking Books staff celebrated the 50<sup>th</sup> Anniversary of the program during the week of July 13 by sharing several short videos on the Agency's YouTube page. Stats include: 23 new registered patrons, 19,582 items circulated, 7,441 BARD downloads handled by TBS.

**Center for the Book** – MLC has provided a Summer Lunch Lecture series June 5 - July 31, 2020. Previous lectures are available on the Agency's YouTube page. MLC has partnered with the Eudora Welty House on their Storytime in the Garden series. Several MLC staff volunteered to read picture books aloud. A series of Zoom talks using the Mississippi Humanities Council's Speaker's Bureau is provided by the Library Commission.

### **Other News –**

Library Support legislation that is considered by the U.S. Congress has been discussed with Senators Cindy Hyde-Smith and Roger Wicker.

MLC Executive Director has had discussions with the staff of Representative Trent Kelly about the present state of a statewide broadband network that would assist the spread of information and enhance the connectivity of all areas of the state.

MLC has reminded the Office of the Governor that a new appointment is needed for the Board.

### **FINANCIAL REPORT**

Jennifer Peacock, Administrative Services Bureau Director provided the financial report, we are on target, busiest time of the year for Business Services because we are currently working in three budget years.

### **ADMINISTRATIVE SERVICES BUREAU REPORT**

Jennifer Peacock, Administrative Services Bureau Director provided the report of activities in this area. Effective July 1, 2020, Jennifer Todd is the new director of Technology Services. Technology Services will begin conducting site visits to libraries, as well as assessments of technology needs. Help desk tickets remain the same, while libraries adjust to offering services differently. Recently updated the building key system. Busy time in Business Services as we work in three budget years, FY20, FY21, and FY22. Public Relations is planning for Snapshot Day on August 25, 2020, where we look at a single day in the life of libraries. The agency newsletter was produced and distributed in June.

### **LIBRARY SERVICES BUREAU REPORT**

Tracy Carr, Library Services Bureau Director reported on activities in the Library Services Bureau. Have had several trainings and workshops recently. It is convenient to be able to share new information through zoom, and short meetings. Three podcasts have been produced and posted recently. The audios from the Friday lecture series are turned into podcasts. We will continue to offer the lecture series once a month instead of each Friday. While the agency was closed, Talking Books continued to provide some services to patrons. Discussing how to handle a shutdown if we have to close again.

### **ACTION ITEMS**

**Recommendation:** *Approve the Provisional Director Waiver for Carolyn Russell at Laurel-Jones County Library System.*

**Motion:** Lori Barnes; *Second:* Ann Marsh

**Action:** Approved by rollcall (*Ann Marsh, Jolee Hussey, Becky Wright, Lori Barnes, Stephen Cunetto*)

**Recommendation:** *Approve the Personnel Incentive Grant Program Waiver Request for Maintenance of Effort for Fiscal Year 2021 – Judge George W. Armstrong Library.*

**Motion:** Ann Marsh; *Second:* Jolee Hussey

**Action:** Approved by roll call (*Ann Marsh, Jolee Hussey, Becky Wright, Lori Barnes, Stephen Cunetto*)

**Recommendation:** *Approve the Personnel Incentive Grant Program Waiver Request for Maintenance of Effort for Fiscal Year 2021 – Meridian-Lauderdale County Public Library.*

Motion: Becky Wright; *Second:* Ann Marsh

Action: Approved by rollcall (*Ann Marsh, Jolee Hussey, Becky Wright, Lori Barnes, Stephen Cunetto*)

**Recommendation:** *Approve the Personnel Incentive Grant Program Waiver Request for Maintenance of Effort for Fiscal Year 2021 – Tallahatchie County Public Library.*

Motion: Lori Barnes; *Second:* Jolee Hussey

Action: Approved by rollcall (*Ann Marsh, Jolee Hussey, Becky Wright, Lori Barnes, Stephen Cunetto*)

**Recommendation:** *Approve the Personnel Incentive Grant Program Waiver Request for Maintenance of Effort for Fiscal Year 2021 – Tombigbee Regional Library System.*

Motion: Jolee Hussey; *Second:* Ann Marsh

Action: Approved by rollcall (*Ann Marsh, Jolee Hussey, Becky Wright, Lori Barnes, Stephen Cunetto*)

**Recommendation:** *Approve the Fiscal Year 2022 Budget Request as presented, allowing for adjustments as needed prior to the August 2020 submission deadline.*

Motion: Ann Marsh; *Second:* Jolee Hussey *Recusal:* Lori Barnes

Action: Approved by rollcall (*Ann Marsh, Jolee Hussey, Becky Wright, Stephen Cunetto*)

#### **DISCUSSION ITEM**

**LSTA Grant Funding List** – Hulen Bivins, Executive Director explained the list of grant amounts provided to the public library systems for this year (FY21). A copy of the list was also given to the board members for their review.

#### **ADJOURN**

**Recommendation:** *Adjourn meeting at 12:04 p.m.*

Motion: Lori Barnes; *Second:* Jolee Hussey

Action: Approved by roll call

*The next regular meeting of the Mississippi Library Commission Board of Commissioners is scheduled for September 22, 2020, 11:00 a.m. via Zoom.*

*Becky Wright*

Becky Wright | Oct 6, 2020 19:31 CDT

Becky Wright, Board Secretary

Oct 6, 2020

Date