

HARRISON COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES (Minutes of the Regular Meeting)

Date: March 27, 2023
Place: Orange Grove Public Library
Presiding Officer: Dave Vincent, Board Chair
Members present: Joan Kostmayer
Present via phone: Ron Peresich, Jr

A quorum was present throughout the meeting.

Others in attendance: Sarah Crisler-Ruskey, Library Director
Tim Murr, Board Attorney
Melissa Schwarz, Minutes Taker
Carrie Turner, Minutes Taker
Brian Bretzing, member of the public

Board Chair Dave Vincent called the meeting to order at 12:00 pm.

Agenda was unanimously approved

Corrected minutes of January 23, 2022, regular meeting were unanimously approved
Minutes of February 27, 2022, regular meeting were unanimously approved

Remarks by public guest – Mr. Bretzing spoke on his recent banning from the Biloxi Library for 30 days. Sarah read the incident reports that were submitted by head librarian, Sharon Davis. Mr. Bretzing read his written version of the events. Discussion was held with Mr. Bretzing concerning his behavior going forward.

Meeting was paused at 12:39 pm
Meeting resumed at 12:42 pm

Motion to allow the ban to run out on April 2, 2023 was unanimously approved

FINANCIAL REPORT - The February 2023 Financial Statements were reviewed:

- Cash balance is \$376,000
- Utilities were over at Gulfport and Orange Grove
- All other departments appear to be in budget

The financial report was unanimously approved.

DOCKET REVIEW - The February 2023 Docket was reviewed:

- Check 24789 to LibData, \$4,900.00, for computer management software
- Check 24816 to Fay B Kaigler Children's Book Festival, \$1,820.00, for professional development

The docket was unanimously approved.

DIRECTOR'S REPORT

- Attended LGC Health and Human Services Day
- Met with Hancock County colleagues regarding a coast-wide event
- Worked on staff training day
- Wrote legislators regarding bills affecting libraries
- Wrote Save the Children grant for Summer Reading
- Worked on publicity plans for National Library Week
- Continued to work on West Biloxi building issues
- Volunteered to review scholarship application for MGCCF
- Attended Rotary Walk planning committee meeting

STATISTICS

Use of all services is beginning to stabilize in relation to COVID-impacted usage. Circulation was up for February, and programming and attendance are up. Overall circulation was 27,775 items. There were 178 programs with 2,352 attending or viewing. There were 18,305 library visitors. Public computer use was 3,791. ILL has been consistently up.

OLD BUSINESS

NEW BUSINESS

- A. CD and authorization letter – People's Bank CD is expiring, and the rate offered for renewal was 0.750.

Motion to close the CD at People's Bank was unanimously approved

Motion to allow Sarah to investigate rates and to move CD to the best bank of her discretion was unanimously approved

- B. Approve advertising for banking services

Motion to authorize Sarah to advertise for banking services from July 2023-June 2025 was unanimously approved

- C. Gate authorization – Sarah discussed the need for a fence at the Orange Grove library to secure the courier van. IMLS approved moving funds from salary to this purpose that were left unused in the CARES grant due to supply chain delays. Sarah requested permission to get on the Board of Supervisors' agenda to request permission to build such a fence with the surplus grant funds.

Motion to allow Sarah to pursue permission and quotes for a fence was unanimously approved

- D. Policy update: out-of-area clarification; age range edit; travel and training

Motion to clarify that the out-of-area fee of \$30 per year is due annually was unanimously approved
Motion to amend age range wording to correct clerical errors was unanimously approved

Motion to adjust the travel and training policy as written in the board exhibits was unanimously approved

- E. Hiring letters – Recent hires were presented.

Motion was unanimously approved to accept the hiring letters as presented

- F. Incidents – Recent incidents were presented to the board.

No further action was taken

REVIEW OF BUSINESS FOR NEXT MEETING

- A. Strategic planning – Discussion was held concerning setting up at various locations in the community for public survey.

The next meeting was set for 4:00 p.m., Thursday, April 27, at the Orange Grove Library.

Dave Vincent, Board Chair