



Administrative Board of Trustees Meeting Minutes

Date: August 8, 2022
Time: 2:00 pm

Location: Attala County Library
Meeting Room

A regularly scheduled meeting of the Mid-Mississippi Regional Library System Board of Trustees was held on Monday, August 8, 2022 at the Attala County Library. Trustees in attendance were: Martha Ramzy, Leake County (teleconference), Flora Pilgrim, Holmes County, and Terry Jones, Attala County. Also in attendance were staff members: Melissa Simpson, Attala County Senior Clerk; Tammy Bell, System Business Manager; and Josh Haidet, System Executive Director.

CALL TO ORDER...

Flora Pilgrim, Board Chair, called the meeting to order.

SETTING THE AGENDA...

Flora Pilgrim asked if there were any additions to the agenda. As there were none, the agenda was set.

APPROVAL OF MINUTES...

Approval of minutes was tabled until the next meeting of the board.

PUBLIC COMMENTS...

Flora Pilgrim asked if there were any public comments. There were none.

REPORTS...

- A. **Financial Report - Tammy Bell, MMRLS Business Manager**
The financial report was tabled until the next meeting of the board.
- B. **Director's Report - Josh Haidet, MMRLS Executive Director**
(See attached director's report)

NEW BUSINESS...

- A. **Discarded Equipment**
The vote on the discarded equipment report was tabled until the next meeting of the board.
- B. **FY2023 Draft Budget**
The board next discussed the FY2023 system draft budget. The director presented the board with the draft summary of the budget and reviewed the system's budget requests for the year. After further review and discussion, Terry Jones motioned to accept the FY2023 draft budget as presented, and Martha Ramzy seconded. All were in favor. Mr. Haidet commented that the library system would operate according to this draft budget until final funding commitment numbers were received from all funders, and the board approved the final budget at its October meeting.

ADJOURNMENT...

Board Chair Flora Pilgrim asked if any further discussion was needed before adjourning the meeting. As there was none, the board chair adjourned the meeting.

NEXT SCHEDULED MEETING: October 10, 2022, at 2:00 pm at the Attala County Library Meeting Room

A handwritten signature in black ink, appearing to be 'JHaidet'.

Approved 10/10/22
Josh Haidet, MMRLS Administrative Board Secretary

Administrative Board of Trustees Meeting

August 8, 2022

Agenda

- 1.0 Set Agenda
- 2.0 Approval of Minutes
- 3.0 Public Comments
- 4.0 Reports
 - Librarian's Report: Melissa Simpson, Senior Clerk, Attala County Library
 - Financial Report: Tammy Bell, Business Manager
 - Director's Report: Josh Haidet, Executive Director
 - Statistical Report
- 5.0 Old Business
- 6.0 New Business
 - a. Discarded Equipment
 - b. FY2023 Draft Budget
- 7.0 Adjournment

Agenda

- Set Agenda
- **Approval of Minutes**
- Public Comments
- Reports
- Old Business
- New Business
- Adjournment

Agenda

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Agenda

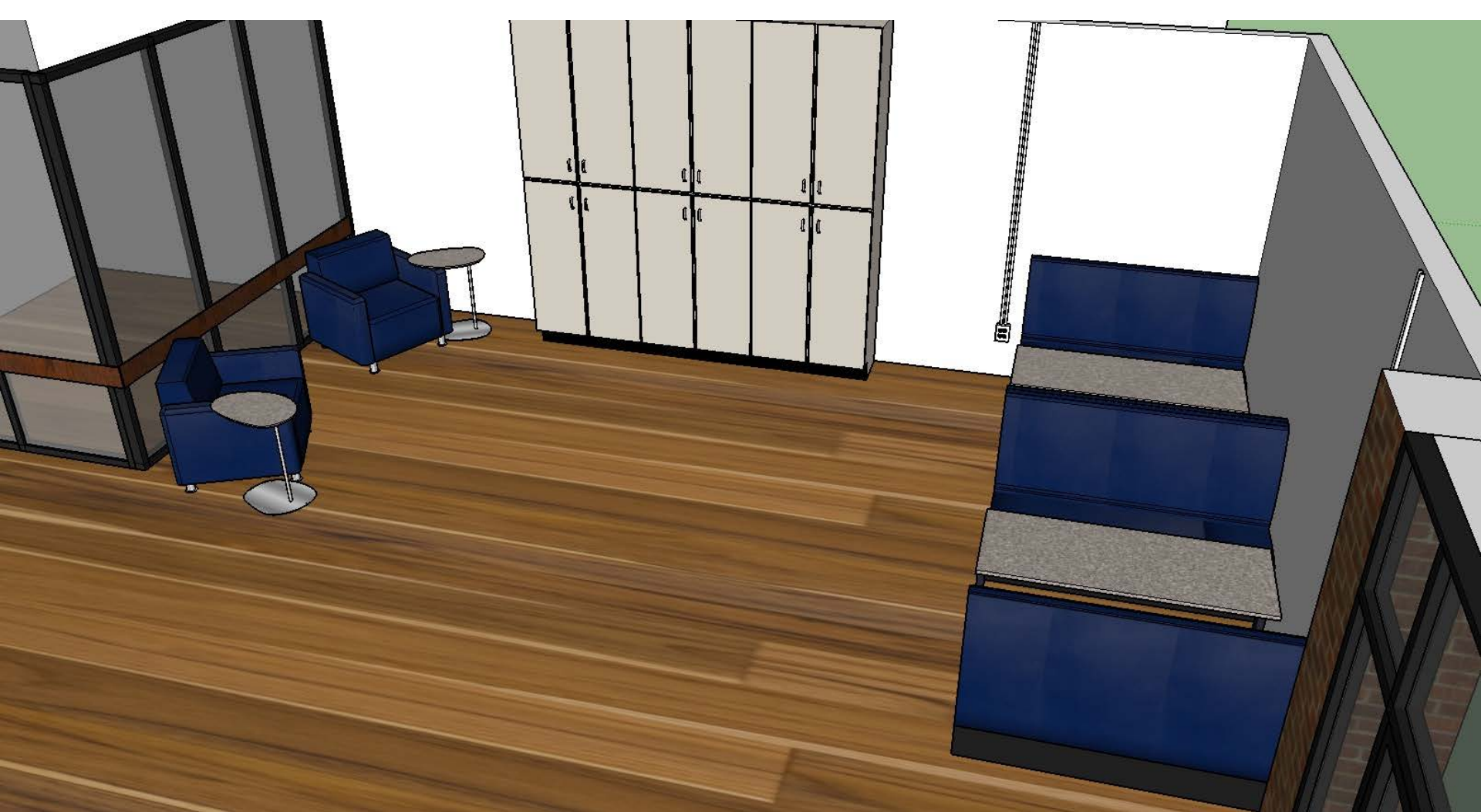
- Set Agenda
- Approval of Minutes
- Public Comments
- **Reports**
- Old Business
- New Business
- Adjournment

Director's Report

System Update

- Updates from Last Meeting
 - Employee Bonding Policy
 - This policy will take effect in October so that the renewal date will line up with the rest of our bonds
 - Attala Technology Lab Furniture
 - The new furniture has been ordered. After a few adjustments, the cost was \$2,530.43 less than the original quote.





Director's Report

System Update

- Headquarter Staffing Changes
 - Branch Services Coordinator Lisa Ramage retired after over 25 years of service at the end of June
 - Youth Services Coordinator Lindsay Fitts resigned her position at the end of June after over 8 years of service. Lindsay accepted a job teaching for the Kosciusko School District

Director's Report

System Update

- Headquarter Staffing Changes
 - Former Marketing and Access Coordinator Brandon Cain was promoted to the Branch Services Position
 - Brandon has been with the system since 2007, starting as a Library Clerk at Attala, before working as the system's Reference and ILL Coordinator, and then Marketing
 - He has a Bachelor's of Business Administration from Ole Miss, and an MLIS from Southern Miss
 - July 1

Director's Report

System Update

- Three HQ Openings in such a short amount of time is unprecedented
- Flexibility to change around some job duties to better fit the system in 2022

Library Support



Access Coordinator

Combining duties from support and the
Marketing and Access Coordinator

Position filled by Dennis Harkins, previously
Library Support

Youth Services and Marketing



Programming and Marketing Coordinator

Combining duties from support and the Youth Services, Branch Services, and Marketing and Access Coordinator

Programming and Outreach Coordinator

Previously planned combination of Youth Services,
Branch Services, and the new mobile library



Outreach Librarian

New position focusing solely on the mobile library and
taking our services out to the community directly

System Updates



Programming & Marketing Coordinator

[Click Here for
More Information](#)



Outreach Librarian

[Click Here for
More Information](#)

System Updates

- No newspaper ad this time
- 4,694 people saw our ad on Facebook
- 763 views to our jobs page
- 14 applicants
- 6 interviews last week on Thursday and Friday
- Candidates “homework” due tomorrow

County	Member	Date Named	Term Expires
Attala	Terry Jones	November 19, 2019 (1 st term)	September 30, 2024
Holmes	Flora Pilgrim	November 5, 2018 (1 st term)	September 30, 2025
Leake	Martha Ramzy	November 5, 2018 (1 st term)	September 30, 2023
Montgomery	Lee Branch	August 16, 2021 (to fill remaining term of M. Harris) August 1, 2022 (1 st term)	September 30, 2027
Winston	Rhonda Porter	November 5, 2018 (1 st term) September 13, 2021 (2 nd term)	September 30, 2026

Board Terms Update

County	Member	Date Named	Term Expires
Attala	Terry Jones	November 19, 2019 (1 st term)	September 30, 2024
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Winston	Rhonda Porter	November 5, 2018 (1 st term) September 13, 2021 (2 nd term)	September 30, 2026

Board Terms Update

System Updates

SRP Report

- 933 Children registered
- 138,160 minutes read

- 92 Teens registered
- 35,320 minutes read

- 157 Adults registered
- 86,365 minutes read

- Total of 1,182 registered
- Total of 259,845 minutes read

System Updates

- 174 total programs
- 3,224 total attendance

- Additional 74 passive programs
- 1,034 took part

- Total circulation reported to MLC:
29,326

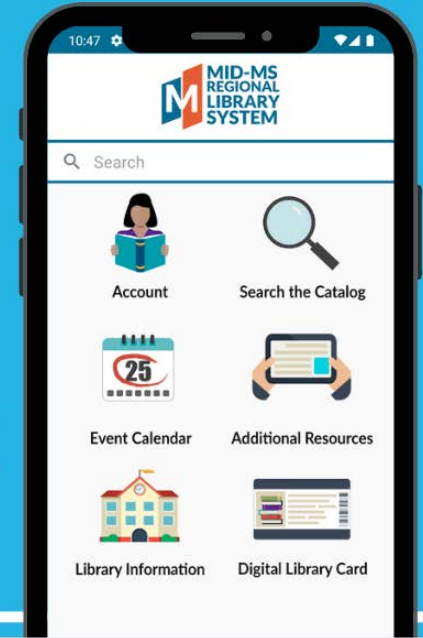
Director's Report

System Update

INTRODUCING THE MIDMISSLIB APP



DOWNLOAD TODAY midmisslib.com/app



Director's Report

System Update



- Digital Library Card
- Browse & Request From Our Entire Collection
- Receive Notifications for Library Events
- Explore Digital Library Content
- Review Account Info, Check Due Dates, & Renew Items
- Available for Apple and Android Devices

Director's Report:

System Updates

Attala County

*The Star
Herald*

June 23,
2022

Supervisors to readvertise for library roof replacement

Landon Gibson

The Attala County Board of Supervisors re-advertised for bids on the project to replace the library's roof and received an update on the project to repair Sugar Creek Road at its meeting on Monday, June 20.

Library roof project

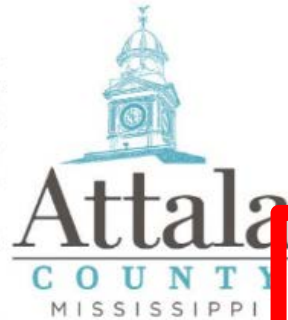
The process was delayed in early May when the supervisors held a bid conference for the project. The supervisors received bids, took the matter under advisement, and later declined to accept.

Previous bids included:

- \$814,360, Independent Roofing of Jackson.
- \$732,000, Norman Roofing of Meridian.
- \$553,750, R&R Sheet Metal of Columbia.

While the library's roof will be completely replaced, work will also be done to mitigate asbestos that has accumulated. The building and surrounding sidewalk may also be pressure washed, along with applying a termite treatment.

The supervisors are hoping to receive lower



bids at the next bid conference so work on the library's roof can officially begin.

The motion to readvertise was made by District Five Supervisor Tim Pinkard and seconded by District Two Supervisor Billy

A mandatory pre-bid conference will be held Wednesday, July 20 at 9 a.m. Bids will be unsealed and read publicly on July 29.

Sugar Creek Road

The project to repair Attala Road 3024, also known as Sugar Creek Road, will be undergoing final inspection this week, according to County Engineer Christian Gardner, who updated the supervisors on the road's status.

Contracted to Dickerson & Bowen, Gardner said a change order would have to be filed because hot mix asphalt was used excessively but not enough gravel was used on the roads' shoulders.

"When the project ends, we'll be under on the money," Gardner informed the supervisors, "but we're going to have to do a change order to get the asphalt straight."

Director's Report:

System Updates

Attala County



Attala County Library

Published by Myriam B Gortney · 5h · 🌐



Allie Brooke Huggins is the winner of the Lego Prize Bundle from Beanstack for logging her reading on their website this summer. She was randomly selected by MMRLS Headquarters. She is seven years old and attends Winona Christian School. Her parents are Dustin and Chelsea Huggins. She is headed to second grade this year. "The Bad Mood" by Moritz Petz was Allie's favorite choice of reading over the summer. Congratulations Allie!



Director's Report:

System Updates

Attala County



Attala County Library

Published by Myriam B Gortney · July 1 ·

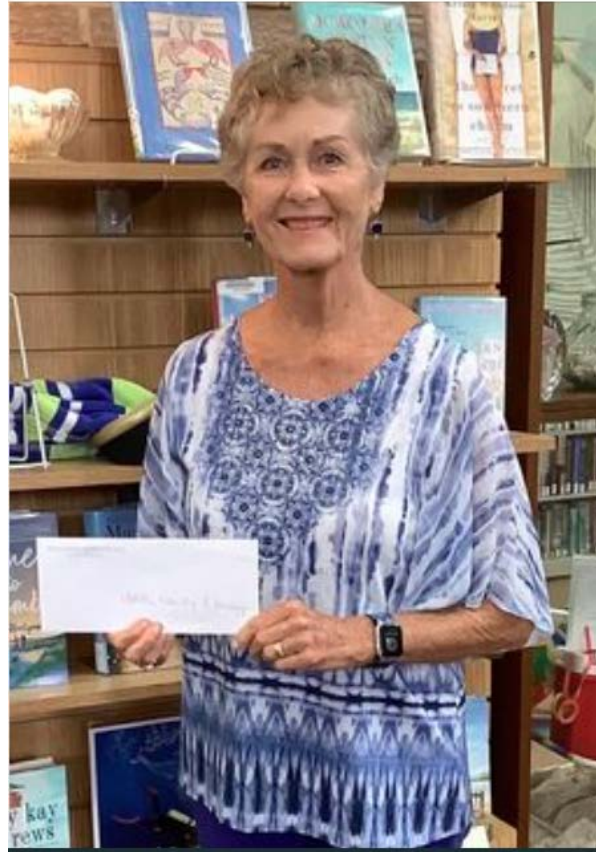
The winners of our Summer Library Program - Oceans of Possibilities are:

Girls bike - Lily R. Mayers

Boys bike - Cy Chennault

The Sip gift card - Rosie Teague

Attala Co-Op T-Shirt - Evelyn McGivney ... See more



Director's Report

Holmes County



West Public Library

Published by Christina Machost · July 8 at 3:59 PM · 🌐



THE WEST PUBLIC LIBRARY WILL BE COLLECTING RECIPES FROM LOCAL PATRONS TO CREATE A COOKBOOK FOR THE TOWN OF WEST, MS.

Recipes can be dropped off at the West Public Library during business hours (Mon: 8-4; Wed: 8-12; Fri: 8-4). If you cannot make it during business hours feel free to place them in the library book drop. If you don't feel like re-writing a recipe you already have written down? No problem! Just bring it into the library and we can make a copy to add to our cookbook Patrons can give more than one recipe if they would like and any type of recipe you would like to provide is appreciated. The only requirement is please make sure your name is on the recipe. We really want to make sure the person contributing their creation is recognized by the community.

Thank you



Pickens Public Library

Published by Tiffany Moneek · June 30 ·

We ended our Summer Library Program on Tuesday! Thanks to everyone that came out to make it a success!



Goodman Public Library

Published by Rachel Grimstead Floyd · August 2 at 9:34 AM ·

It's CUSTOMER APPRECIATION MONTH at your MMRLS LIBRARY!

🌿 Half off faxes, copies, and printing 🌿

💜 Come by and guess how many lifesavers are in the jar! 💜

🌟 All participants will get a "THANK YOU for your ENCOURAGE~MINT" bookmark and "You're a STAR" candy bag! 🌟

The closest to the amount of lifesavers will WIN the candy at the end of the month!
While supplies last

#BeyondBooks

#CustomerAppreciationMonth

#GoodmanPublicLibrary



Director's Report

Holmes County Lexington



Director's Report

Leake County



Walnut Grove Public Library

Published by Katie E Mills · July 1 ·

Summer Library Program Grand Prize Winners:

Children:

Joshua Henson

Jacob Garvin... See more





Carthage-Leake County Library

Published by Nancy Settlemyr Cain · 22h · 🌐

Stop by the Carthage-Leake County Library before August 12th to check out the story walk and pick up a fun craft bag! #carthageleakecountylibrary #mrrls #StoryWalk #mississippilibrarycommission



Check out this cute story walk created by the Mississippi Library Commission!!





Leake County Extension Office

July 8 at 11:55 AM · 🌐

...

Back at the library with more Storytime Quilt Squares. Today's audience was full of excitement and loved telling about their favorite books and creating squares.

#GrowWithExtension #leakecountyextension #LearnWithExtension #MSUext

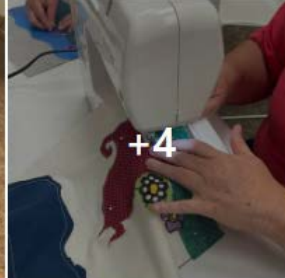


Leake County Extension Office

July 7 · 🌐

...

A wonderful group of ladies gathered at the Carthage library for Storybook Quilt Squares. A great time was had by all. Looks like there will be a beginner quilting class coming in October! Special thanks to Deana Pettigrew #LearnWithExtension #MSUext #GrowWithExtension



👍❤️👏 9

1 Share

👍❤️👏 15

2 Comments 3 Shares

Director's Report

Montgomery County



Kilmichael Public Library

Published by Lisa Tidwell Breazeale · July 15 at 4:33 PM ·



The End of Summer party was a hit! We had a Nailed it! cupcake decorating challenge, tie-dyed baby wipes, colored, tried to make homemade Hawaiian leis, hoola hooped, and ate watermelon!

Your library goes [#beyondbooks](#)

[#MMRLS](#) [#OceansOfPossibilities](#) [#summerreading](#)





Duck Hill Public Library

Published by Dina Kilburn · June 9 · 🌐

Fun with Freedom Ranch Monday, June 6th



Winona-Montgomery County Library

Published by Wendy Stoker Rushing · June 24 · 🌐

Fun with Dorian the Magician!



Director's Report

Winston County



Winston County Library

Published by Dinky Dickerson · June 21 · 🌐



So happy Emily enjoyed the Summer Library Program today! #MMRLS #MoreThanBooks





Winston County Library

Published by Dinky Dickerson · July 26 at 3:52 PM · 🌐

...

Lizzy Whigham, Manager of Education with the Mississippi Aquarium in Gulfport, visited the Winston County Library on July 26th. Lizzy spoke to a group of children of all ages, including some parents about different animals at the aquarium and her job and responsibilities. She also played games, and provided a craft for them to take home or leave with her to take back for the birds to use in nest building.



344
People reached

66
Engagements

Boost post



Winston County Library

Published by Dinky Dickerson · June 17 · 🌐

...

Felicia Davis and Keidra Hooks, pictured below, from Mississippi Public Broadcasting Service (PBS) visited the library on June 7th for our first summer library program. Stories were read and the children made fish from paper plates and colored them.



319
People reached

37
Engagements

Boost post

Important Dates

- July/August: Budget Presentations
- Staff Meeting moved to September 23

- Holidays (Libraries closed):
 - September 5: Labor Day

Agenda

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- **Reports**
 - Circulation Report
- Old Business
- New Business
- Adjournment

Branch name:	Year-To-Date
Attala County	33,348
Carthage-Leake	14,852
Duck Hill	1,400
Durant	3,403
Goodman	1,748
Kilmichael	2,365
Lexington	2,182
Pickens	995
Tchula	398
Walnut Grove	7,331
West	953
Winona-Montg	10,143
Winston County	26,290
Mobile Library	0
cloud E-books	11,173
Hoopla E-Books	11,774
TOTAL:	128,355

Online Periodicals Ebsco Host Searches
2,259

Systemwide Wireless Uses
36,185

Items Notarized	Total Registered Customers
273	45,781

FY21: 99,764
FY20: 110,075
FY19: 178,945

Year-To-Year Comparisons and Year-To-Date

Branch name:	June-21	June-22	difference	Year-To-Date
Attala County	4,152	5,731	1,579	33,348
Carthage-Leake	1,695	2,237	542	14,852
Duck Hill	179	194	15	1,400
Durant	358	444	86	3,403
Goodman	237	355	118	1,748
Kilmichael	413	344	-69	2,365
Lexington	279	286	7	2,182
Pickens	140	219	79	995
Tchula	83	34	-49	398
Walnut Grove	947	1,196	249	7,331
West	66	96	30	953
Winona-Montg	1,173	1,536	363	10,143
Winston County	3,384	4,234	850	26,290
Mobile Library	0	0	0	0
cloud E-books	820	1,361	541	11,173
Hoopla E-Books	1,257	1,463	206	11,774
TOTAL:	15,183	19,730	4,547	128,355

LOCATION	Public Access Computers	
	Customers	Hours Used
Attala	2,693	1,875
Carthage	2,611	1,226
Duck Hill	50	20
Durant	1,588	1,075
Goodman	160	91
Kilmichael	194	127
Lexington	1,786	1,156
Pickens	516	452
Tchula	209	169
Walnut Grove	474	368
West	47	41
Winona	1,624	924
Winston	2,061	1,098
TOTAL:	14,013	8,622

Attendance in Library	
LOCATION	Attendance
Attala	26,019
Carthage	14,144
Duck Hill	925
Durant	5,664
Goodman	1,259
Kilmichael	1,110
Lexington	5,599
Pickens	1,604
Tchula	670
Walnut Grove	5,006
West	457
Winona	9,871
Winston	13,770
TOTAL:	86,098

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Adjournment

2022 Meeting Dates

Remaining 2022 Meeting Dates:

- October 10, 2022