



Administrative Board of Trustees Meeting Minutes

Date: January 23, 2023
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, January 23, 2023 at the Attala County Library. Trustees in attendance were: Martha Ramzy, Leake County; Rhonda Porter, Winston County; Flora Pilgrim, Holmes County; and Terry Jones, Attala County. Also in attendance were staff members: Charla Grace, Attala County Librarian; Tammy Bell, System Business Manager; and Josh Haidet, System Executive Director.

CALL TO ORDER...

The meeting was called to order.

SETTING THE AGENDA...

Director Josh Haidet had two additions to the agenda. Item B: Incentive Payment Waivers, and Item C: Purchase of New Library Vehicle. With those additions, the agenda was set.

APPROVAL OF MINUTES...

After review, Rhonda Porter motioned to approve the minutes from the board's April 11, 2022 and October 10, 2022 meetings. Martha Ramzy seconded, and all were in favor.

PUBLIC COMMENTS...

There were no public comments.

REPORTS...

- A. FY2022 MMRLS Audit Report: Kenny Dungan, CPA – Watkins, Ward, and Stafford, PLLC**
Mr. Kenny Dungan, CPA – Watkins, Ward, and Stafford, PLLC, presented the board with the completed FY2022 MMRLS Audit. After review and discussion, Terry Jones motioned to approve the audit, and Rhonda Porter seconded. All were in favor.
- B. Financial Report - Tammy Bell, MMRLS Business Manager**
After discussion and review of the financial report, Rhonda Porter made a motion to approve the report, and Terry Jones seconded. All were in favor.
- C. Director's Report – Josh Haidet, MMRLS Executive Director**
(See attached director's report and circulation report)

NEW BUSINESS...

A. Ramzy Fund Disbursement

Director Josh Haidet next reported that, according to the original fund agreement signed in 1995, it is the MMRLS Administrative Board's responsibility to approve any disbursement of the interest gained from the principle of the Ramzy Endowment Fund (\$60,000). As per the fund agreement, any funds approved for disbursement would be used to supplement the salaries of the staff of the Carthage-Leake County Library. This year's interest was \$108.08.

As the amount of interest earned this year was so small, Business Manager Tammy Bell worked with Carthage-Leake County Librarian Nancy Cain to obtain a better interest rate to ensure a more significant return the following year. After further discussion, Rhonda Porter motioned not to disburse any of the funds this year and to add the \$108.08 in interest to the fund's principle. Martha Ramzy seconded, and all were in favor.

B. Incentive Payment Waivers

The board next discussed three waivers for the MMRLS incentive payment program. The first waiver request was from Attala Youth Services Librarian Melissa Simpson, who missed the December staff meeting due to the birth of her child. Next, Attala Assistant Librarian Vickie George also missed the December staff meeting due to a medical procedure and requested a waiver. Finally, Pickens Librarian Tiffany Washington requested a waiver from the December and upcoming March staff meeting due to ongoing medical issues. Rhonda Porter motioned to approve all waiver requests, and Martha Ramzy seconded. All were in favor.

C. Purchase of New Library Vehicle

Next, the board discussed the purchase of a new library vehicle. The acquisition was needed to replace the system's 2020 Chrysler Voyager, which was totaled in an accident on January 5, 2023. Director Josh Haidet said he preferred to purchase from the Mississippi State Master Contract but that there was only one van option on the contract this year, and the van's price was essentially retail at over \$37,000. The director commented that the state contract did have a small SUV that would function similarly to a van but with less cargo and seating area. Another option was to obtain bids for a van, but prices were very high, and the system could probably only afford a small cargo van if they decided to go this route. A cargo van could only be used for material deliveries, not staff transport.

After further discussion, Martha Ramzy motioned to set a budget of \$35,000.00 for purchasing a new library vehicle. Rhonda Porter seconded, and all were in favor. Mr. Haidet said that he would consult with other MMRLS HQ staff members to decide the best vehicle for the system from the available options.

ADJOURNMENT...

As there was no further discussion, Terry Jones motioned to adjourn the meeting, and Rhonda Porter seconded. All were in favor.

NEXT SCHEDULED MEETING: April 10, 2023 at 2:00 pm in the Durant Public Library Meeting Room.



Board Secretary

4/17/23

Date Approved

MMRLS Admin Board Meeting

January 23, 2023

1.0 Set Agenda*

2.0 Approval of Minutes

- April 11, 2022
- October 10, 2022

3.0 Public Comments

4.0 Reports

- FY2022 MMRLS Audit Report: Kenny Dungan, CPA – Watkins, Ward and Stafford, PLLC
- Librarian’s Report: Charla Grace, Attala County Librarian
- Financial Report: Tammy Bell, Business Manager
- Director’s Report: Josh Haidet, Executive Director
 - Statistical Report

5.0 Old Business

6.0 New Business

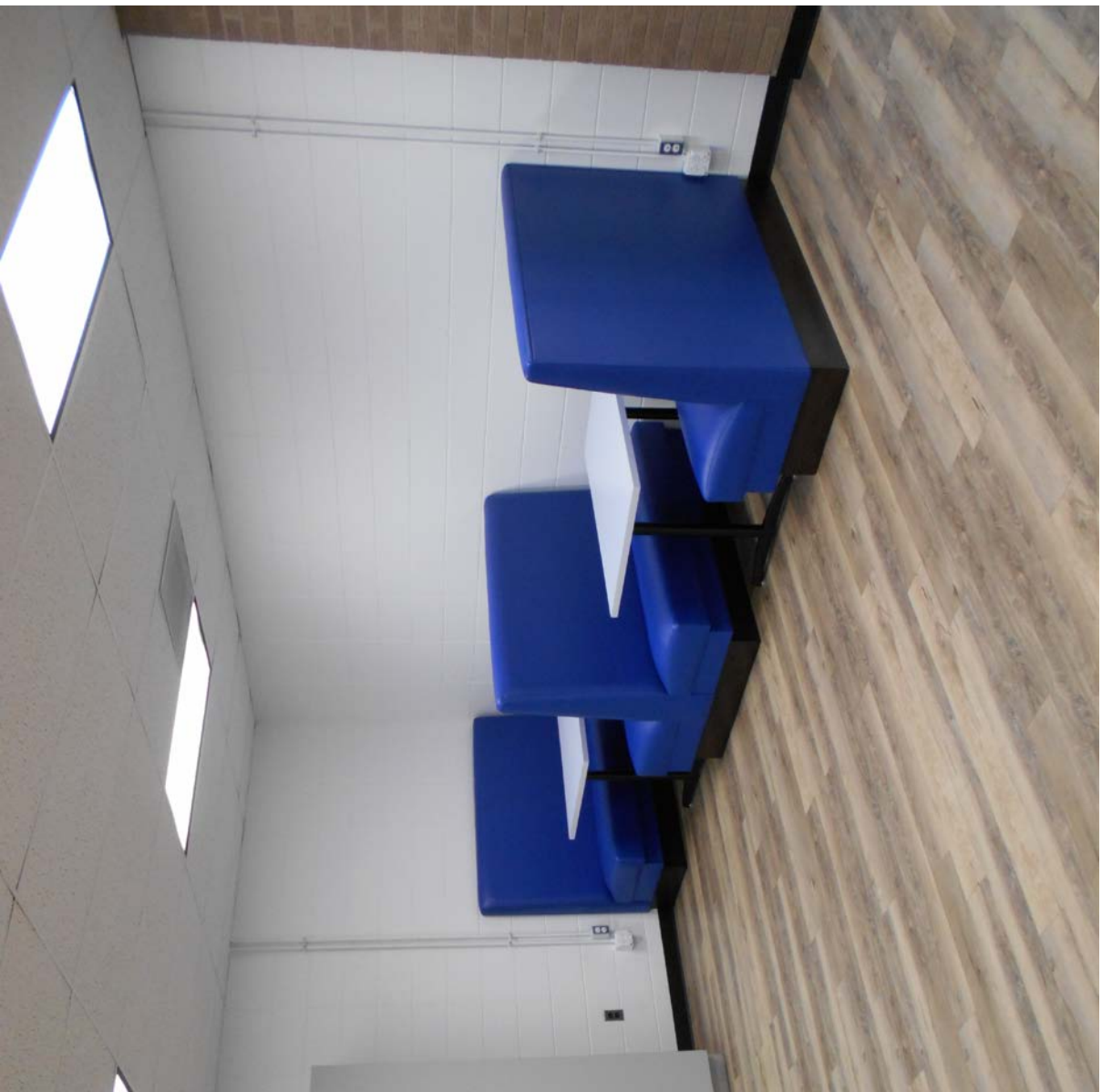
- a. Ramzy Fund Disbursement
- b. Incentive Payment Waivers
- c. Purchase of New Library Van

7.0 Adjournment

- Employee Bonds
- Meetings:
 - Orientation 10/28/22
 - Staff Meeting 12/2/22
- New Holmes County Hires
 - Alexandra Epps – Durant Assistant Librarian/Holmes County Support
 - Marsha Harlos – West Librarian
- New Winston County Hire
 - Jennifer Wright – Library Clerk
 - Re-advertising for Youth Services in January/February

- *Winston County Assistant Librarian Venita Hollingsworth is Retiring 3/31/23*
- Grant Update
 - ARPA Grant Completed, and reimbursement requested
 - \$9,107.06 for Mobile Library Supplies
 - LSTA Grant – Teen/Tween Gaming Kits and Books, System programming kits - \$10,000.00
- Mobile Library Update
 - Two new stops

- App Update
- Dial-A-Story
- Building updates
 - Leaks: Attala, Durant, Winona
 - Carthage – New Roof and Gutters Installed!
- Pickens Church project update
 - Josh Haidet, Michael Davide, and members of the Pickens Friends of the library met with the architect on 12/6/22
- Attala furniture update



Branch name:	Year-To-Date	Year-To-Date	Year-To-Date
Attala County	45,541	37,243	38,805
Carthage-Leake	21,288	16,114	19,741
Duck Hill	1,931	1,630	1,622
Durant	4,590	3,556	4,437
Goodman	3,013	1,053	708
Kilmichael	3,180	3,540	3,103
Lexington	3,107	2,411	2,920
Pickens	1,294	1,066	1,435
Tchula	455	604	676
Walnut Grove	10,496	9,201	8,251
West	1,239	910	1,132
Winona-Montg	13,983	10,658	11,396
Winston County	36,461	28,086	29,991
Mobile Library	0	10,191	5,468
cloud E-books	15,808	14,900	12,530
Hoopla E-Books	16,372		
TOTAL:	FY22 178,758	FY21 141,163	FY20 142,215

FY22	Systemwide
	Wireless Uses
	51,746

FY21	Systemwide
	Wireless Uses
	21,792

FY20	Systemwide
	Wireless Uses
	38,074

LOCATION	Public Access Computers	
	Customers	Hours Used
Attala	3,863	2,834
Carthage	3,661	2,166
Duck Hill	75	35
Durant	2,159	1,486
Goodman	210	129
Kilmichael	243	160
Lexington	2,555	1,629
Pickens	694	599
Tchula	288	234
Walnut Grove	697	585
West	57	52
Winona	2,218	1,236
Winston	2,884	1,570
TOTAL: FY22	19,604	12,715

FY21	16,466	9,839
FY20	20,857	14,035

Attendance in Library	
LOCATION	Attendance
Attala	35,834
Carthage	21,760
Duck Hill	1,243
Durant	7,641
Goodman	1,645
Kilmichael	1,602
Lexington	8,027
Pickens	2,103
Tchula	913
Walnut Grove	6,650
West	618
Winona	14,861
Winston	21,106
TOTAL:	124,003

	FY21	FY20
	22,206	26,660
	15,921	30,231
	1,132	2,305
	5,056	8,969
	832	1,325
	1,245	1,262
	6,983	6,289
	1,498	2,232
	1,191	1,470
	6,262	9,802
	547	589
	8,065	14,326
	11,457	22,100
	82,395	127,560

- Add Mobile Library
- Add App, Website, and Beanstack Stats
- Remove online programming
- Remove/change some categories we weren't using or that we need for the yearly statistical report

- System maintains three vans for staff and materials transportation
- Mobile library makes four vans
- Purchasing from the state master contract is the easiest way to replace the van
- We purchased the 2020 Chrysler for under \$22,000
- However...

STANDARD/OPTIONAL EQUIPMENT FORM 2022-2023 State Fleet Contract

DESCRIPTION: VAN 7 PASSENGER MINI
 VENDOR: Cannon CDJR LLC
 ITEM NO.: 070-9353-131-2
 MAKE/MODEL: Chrysler Pacifica Touring
 ENGINE: 3.6L V6
 PRICE INCLUDING TITLE FEE: **\$38,393**

MPG	
City	26
Hwy	18
Combined	22

Contract No:	8200065507
Contact Person	Steven Hand
Phone:	662-453-4211 ext. 3415
Toll Free:	
Fax:	662-595-4646

LIST FACTORY COLORS AVAILABLE AT NO CHARGE :
White
Black
LIST FACTORY COLORS AT ADDITIONAL CHARGE :
Price: \$176 Silver Granite Crystal
Price: \$446 Red Velvet Blue Ceramic Gray

ITEM REQ. OPTION CODE DEALER COST OPTION CODE

ITEM	REQ.	OPTION CODE	DEALER COST	OPTION CODE
List optional engines:				
6 CYL		NA		
8 CYL		INC		
Air Conditioner-Factory Installed with tinted glass in all windows		INC		
Bumpers/Front & Rear		INC		
Automatic Transmision		INC		
Power Brakes		INC		
Power Steering		INC		
Radio AM/FM		INC		
Power Windows/ Doors locks		INC		
Tilt/Cruise Control		INC		
All around combination glass-min of two locations for open		INC		
Right Side and Rear Door Glass		INC		
Rearview Video System (Back-up Camera)		INC		
Mirrors LH & RH swing away		INC		
Cooling System: Heavy duty, including H.D. radiator, H.D. fan.		INC		
Heater-front and rear factory installed		INC		
Anti lock brakes		INC		
Interior Trim Package- full headliner and inside panel doors & sidewalls		INC		

In an effort to be more efficient in government spending and to save taxpayer dollars, this year's contract does not provide for any options other than the ones listed on the Standard Equipment Form. Any vehicles purchased that deviate from this list will be in violation of State Contract bid requirements. If you need any equipment other than what is listed on this form, you will need to follow normal purchasing procedures.



TOURING

MSRP* starting at **\$37,020**
 Finance estimate **\$693** monthly
 for 60 mo.

Drive

Available only in FWD

BUILD >

New

2023 Chrysler Pacifica Pinnacle

\$58,720

\$896 est./mo.*

Hot Car

Home Delivery

Virtual Appointments

Voyles CDJR of Birmingham

Not rated ☆☆☆☆ (1 review)

171 mi. from 39090

Check availability

Save



1/1

New

2022 Chrysler Pacifica Touring L

\$51,495 MSRP \$51,495

\$786 est./mo.*

Home Delivery

Virtual Appointments

Brady Kilmory Chrysler Dodge Jeep

Ram

Not rated ☆☆☆☆ (8 reviews)

150 mi. from 39090

Check availability

Save



1/1

New

2023 Chrysler Pacifica Limited

\$52,608

\$802 est./mo.*

Home Delivery

Virtual Appointments

Rainbow Chrysler Jeep Dodge RAM

4.7 ★★★★★ (193 reviews)

179 mi. from 39090

Check availability

Save



1/3



New **Save**

2023 Honda Odyssey EX-L
\$42,360 MSRP \$42,360
 \$646 est./mo.*

[Hot Car](#) [Home Delivery](#) [Virtual Appointments](#)

AutoNation Honda 385
 4.6 ★★★★★ (1,597 reviews)
 142 mi. from 39090

[Check availability](#)



New **Save**

2023 Honda Odyssey Sport
\$42,655
 \$651 est./mo.*

[Home Delivery](#) [Virtual Appointments](#)

AutoNation Honda at Bel Air Mall
 4.7 ★★★★★ (1,134 reviews)
 183 mi. from 39090

[Check availability](#)



New **Save**

2023 Honda Odyssey Touring
\$45,895
 \$700 est./mo.*

[Home Delivery](#) [Virtual Appointments](#)

Victory Honda Of Jackson
 3.0 ★☆☆☆☆ (104 reviews)
 187 mi. from 39090

[Check availability](#)



New **Save**

2023 Toyota Sienna Limited
\$60,266
 \$919 est./mo.*

[Home Delivery](#) [Virtual Appointments](#)

Gray-Daniels Toyota
 4.4 ★★★★★ (321 reviews)
 58 mi. from 39090

[Check availability](#)



New 2023 Toyota Sienna Platinum

\$60,190
 MSRP \$63,200
 View pricing details

Est. Finance Payment \$910/mo.
 See payment details

Andrew Toyota
 KBB.com Dealer Rating ★ 4.6
 Get this seller's phone number
 Video Walkaround • Test Drive • Delivery [Online Paperwork](#)



Van Replacement

MID-MS
 REGIONAL
 LIBRARY
 SYSTEM

11 views

New 2022 Ford Transit Connect XL



- 0 miles
- Frozen White Exterior
- Ebony Interior
- 2.0L 4-Cylinder Gas Engine
- 8-Speed Automatic Transmission
- 2 wheel drive - front
- 24 City / 27 Highway

\$27,955

MSRP
See estimated payment

Compare Share Save

Mac Haik Ford

KBB.com Dealer Rating **4.2** (960)

(769) 235-1714

6130 I 55 N, JACKSON, MS 39211

Chat with Dealer

I'm Interested In...

This Vehicle's Availability

Scheduling a Test Drive

More Information

Delivery

Message

Is your New 2022 Ford Transit Connect XL listed for \$27,955 still available?

First Name

Last Name

Email

Phone (Optional)

Send Email

By using this service, you accept the terms of our Visitor Agreement. Yes, I would like to receive price drop alerts on this vehicle and helpful shopping information from Autotrader & its affiliates.

Rogue
2023 S FWD



1 Exterior

2 Interior

3 Accessories

4 Summary



Ford Cargo Mini Van (Must Get Bids)

SUV (On state contract)



Van Replacement Alternatives

STANDARD/OPTIONAL EQUIPMENT FORM 2022-2023 State Fleet Contract

DESCRIPTION: SUV, Medium Utility, 2 Wheel Drive, 4 Door
 VENDOR: BROOKWAY CORPORATION
 ITEM NO.: 070-48-80185-1
 MAKE/MODEL: NISSAN ROGUE S
 ENGINE: 1.5 TURBO

PRICE INCLUDING TITLE FEE: \$27,000.00

LIST FACTORY COLORS AVAILABLE AT NO CHARGE:
 GRAY, WHITE, SILVER, BLACK

LIST FACTORY COLORS AT ADDITIONAL CHARGE:
 PRICE \$

Miles Per Gallon	
City	
Hwy	
Combined	

Contract No:	8200065508
Contact Person	LARRY HAMIL
Phone:	601-412-2379
Email:	fleet@bnissan.com
Fax:	

ITEM	OPTION CODE	DEALER COST	REQ. OPTION CODE
List optional engines:			
V-6			
V-8			
FLOOR MATS		\$250	
Air Conditioner/tinted glass	INC.		
Bumpers: front and rear	INC.		
Mirrors: LH & RH	INC.		
Power Brakes	INC.		
Power Steering	INC.		
Radio: AM/FM	INC.		
Seating: 4 passenger	INC.		
Tilt/Cruise Control	INC.		
Transmission: Automatic	INC.		
Back-Up Camera	INC.		
Power Windows & Door Locks	INC.		

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Purchases over \$15,000.00 but not over \$50,000.00:

- Purchases of items or services which involve an expenditure of more than \$15,000.00 but not more than \$50,000.00 exclusive of freight and shipping charges may be made from the lowest and best bidder without publishing or posting advertisement for bids, providing at least two competitive written bids have been obtained.
- All purchases of this amount must have prior approval by the Administrative Board of Trustees based on written bids collected by the executive director.