



Administrative Board of Trustees Meeting Minutes

Date: February 12, 2025

Location: Winston County

Time: 2:00 pm

Library Meeting Room

A rescheduled scheduled meeting of the Mid-Mississippi Regional Library System Board of Trustees was held on Wednesday, February 12, 2025 at the Winston County Library. Trustees in attendance were Rhonda Porter, Winston County; Lee Branch, Montgomery County; Flora Pilgrim, Holmes County (teleconference); Martha Ramzy, Leake County; and Willie Faye Brown, Attala County. Also in attendance were staff members: Beth Edwards, Winston County Librarian; Tammy Bell, System Business Manager; and Josh Haidet, System Executive Director.

CALL TO ORDER...

The meeting was called to order by board chairperson Rhonda Porter.

The board first welcomed new member Willie Faye Brown, who was named to replace former Attala County representative Terry Jones, who resigned her position at the end of December 2024. Ms. Brown has been a member of the Attala County Advisory Board of Trustees since 2020, and was appointed to the administrative board on February 3, 2025 by the Attala County Board of Supervisors.

SETTING THE AGENDA...

Director Josh Haidet suggested the addition of two items to the agenda under new business:

- g. Durant Public Library Name Change
- h. Incentive Payment Waiver Requests

With these additions, the agenda was set.

APPROVAL OF MINUTES...

After review, Lee Branch motioned to approve the minutes from the board's October 28, 2024 meeting. Martha Ramzy seconded, and all were in favor.

PUBLIC COMMENTS...

There were no public comments.

REPORTS...

A. MMRLS Audit Report: Justin Keller, CPA, Watkins, Ward, and Stafford

The FY2024 MMRLS audit report was presented by Mr. Keller to the board for approval. After review and discussion, Lee Branch motioned to approve the audit report, and Martha Ramzy seconded. All were in favor.

B. Librarian's Report: Beth Edwards, Winston County Librarian

(See attached report.)

C. Financial Report - Tammy Bell, MMRLS Business Manager

MMRLS Business Manager Tammy Bell presented the financial report. After review and discussion, Martha Ramzy motioned to accept the report, and Lee Branch seconded. All were in favor.

D. Director's Report – Josh Haidet, MMRLS Executive Director

(See attached building report and circulation report.)

OLD BUSINESS...

A. Attala County Library Digital Sign

Director Josh Haidet mentioned that he did not have an update on this tabled item from previous meetings, but that he would keep it in old business until the board reached a decision on the issue.

NEW BUSINESS...

A. Discarded Equipment Report

The board next reviewed the discarded equipment report prepared by IT Coordinator Michael Davide. Martha Ramzy voted to approve the report, and Lee Branch seconded. All were in favor.

B. Executive Session

Martha Ramzy motioned for the board to enter executive session to discuss personnel matters. Lee Branch seconded, and all were in favor.

Upon returning from executive session, Lee Branch motioned to change the hours of the Carthage-Leake County Library to Monday – Friday 8:00 a.m. to 5:00 p.m. beginning no later than October 1, 2025 due to the continued and severe budget cuts imposed on the library by the City of Carthage. Martha Ramzy seconded, and all were in favor. Director Josh Haidet stated that he had discussed this potential change with the Carthage library staff, and that the new schedule, which reduced library hours from 54 to 45 hours per week, would necessitate the elimination of two part-time clerk positions. Part-time clerks Shirley Wooten and Norma King had already indicated that they planned to stay on with the library through September. However, if one of the clerks left before September, the hour change would need to be put into place at that time. The board also directed Mr. Haidet to send letters to the City of Carthage and Leake County officials, as well as the members of the Leake County Advisory Board of Trustees informing them of the upcoming change.

Next, Martha Ramzy motioned to collect three written bids for audit services for the library's FY25 audit report. Lee Branch seconded, and all were in favor.

C. Administrative Board Resignation

Next, the board discussed the resignation of Attala County representative Terry Jones from the administrative board effective December 31, 2024. The board thanked Ms. Jones for her years of service to the library system and welcomed new member Willie Faye Brown. According to board bylaws, the member from Attala County also serves as the board treasurer. Ms. Brown indicated that she would be willing to serve in this role as well.

D. MMRLS Database Maintenance

This item of business was tabled until the next meeting of the board due to time constraints.

E. Carthage-Leake County Library Ramzy Fund Disbursement

According to the original fund agreement signed in 1995, the MMRLS Administrative Board is responsible for approving 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 total interest earned is \$3,081.43. Flora Pilgrim motioned to disburse the funds to supplement staff salaries. Lee Branch seconded, and all were in favor.

F. Computer and Internet Policy

This item of business was tabled until the next meeting of the board due to time constraints.

G. Durant Public Library Name Change

Next, the board discussed a potential change to the name of the library building in Durant. Mayor John Haynes contacted Director Josh Haidet stating that they would like to name the library building in honor of a local citizen. He specified that he did not want to rename the library, which would remain the Durant Public Library, only the building. The mayor stated they planned to take up the issue at their March or April meetings. Mr. Haidet mentioned that, unless they chose to rename the library, he didn't believe any action was necessary for the board, but that he would update them at the next meeting.

H. Incentive Payment Waiver Requests

The board next considered waivers for four staff members who missed the December MMRLS staff meeting due to medical issues. Martha Ramzy motioned to approve waivers for Dena Rainey, Laura Lawson, Michael Davide, and Tiffany Washington. Lee Branch seconded, and all were in favor.

ADJOURNMENT...

As there was no further discussion, Martha Ramzy motioned to adjourn the meeting, and Lee Branch seconded. All were in favor.

NEXT SCHEDULED MEETING: April 28, 2025 at the Winona-Montgomery County Library at 2:00 p.m.

A handwritten signature in black ink, appearing to be 'JH', with a stylized flourish extending to the right.

Approved 4/28/25

Signed, Josh Haidet MMRLS Admin Board Secretary

WINSTON COUNTY LIBRARY LIBRARIAN'S REPORT TO MMRLS SYSTEM BOARD OF TRUSTEES 2/12/2025

President – Rhonda Porter, Vice-President Flora Pilgrim, Martha Ramzy, Lee Branch and Willie Faye Brown

All statistical information is for the months of October 2024 through January 2025

Beat 1 Library Patrons.....	903
Beat 2 Library Patrons.....	800
Beat 3 Library Patrons.....	778
Beat 4 Library Patrons.....	914
Beat 5 Library Patrons.....	566
Out Of Region Patrons.....	294
Ward 1 Patrons.....	330
Ward 2 Patrons.....	346
Ward 3 Patrons.....	331
Ward 4 Patrons.....	368
Total Registered Patrons.....	4,380

- **CIRCULATION:** 14,418
- **ATTENDANCE IN LIBRARY:** 12,129
- **IN-HOUSE PROGRAMS:** 70 with 741 attendees
- **PROGRAMS AT LOCAL SCHOOLS:** 59 with 3,034 attendees
- **PUBLIC RELATIONS:**
 - Social Media Posts – 144
 - Social Media Views - 55,424
 - Newspaper Articles – 16
 - Radio Spots – 136
 - Home Book Delivery - 26



Winston County Library

November 2024

- Celebrated Dinovember
- School Visits
- Wyatt Waters Showcase





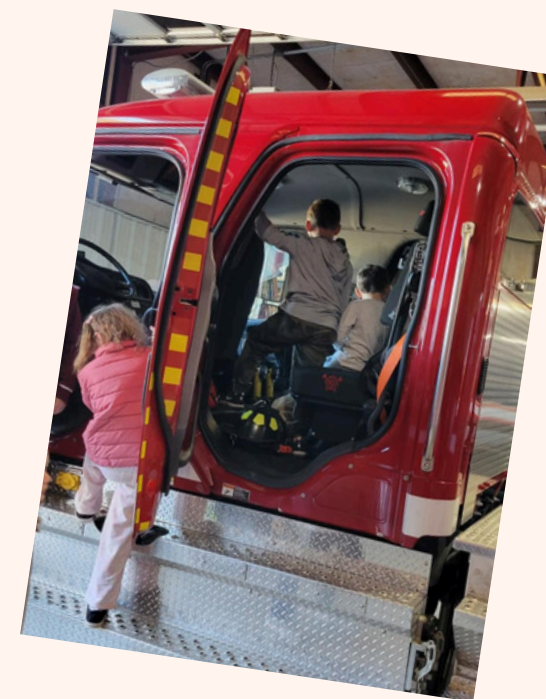
December 2024

- Christmas Decorating
- Chess Club Fun
- Pictures With Santa



January 2024

- Lego Building
- Back To School
- Fire Station Exploration



Upcoming

February 2025 Love Your Library!



Sunday CLOSED	Monday 8AM-5PM	Tuesday 8AM-5PM	Wednesday 8AM-5PM	Thursday 8AM-5PM	Friday 8AM-5PM	Saturday 8AM-1PM
Winston County Library 100 West Park St. Louisville, Ms 39339 (662)773-3212 	Reading Marathon in honor of Black History Month ALL MONTH LONG Call 662-773-3212 for more details					1
2 	3 Art w/ Mr. Andy 3:30	4 StoryTime 9:30 	5 Diamond Art Club 10:00	6 Chair Yoga 10:00 Lego Club 3:30	7	8
9	10	11 Toddler Tinker Lab 9:30 Chess Club 3:30	12 Sip & Draw 10:00	13 Bingo 10:00 	14 	15
16 COLOR CODE All Ages	17 CLOSED	18 StoryTime 9:30 Creative Kid's Club 3:30 	19	20 Chair Yoga 10:00 Tech Tutors 9:00-11:00 Library Learners 2:30	21	22 Variety Showcase 10:30-11:30 Scan for program info
23 Children 0-5 Children 6-12 Teens Adults	24 Teen Theater Workshop 3:30	25 Play Cafe 9:30	26	27 Social Hour 10:00	28	



**Thank you to the MMRLS
System Board for
supporting the Winston
County Library!**

Director's Report

MMRLS Administrative Board Meeting

February 12, 2025 (Rescheduled)



Attala County Library Children's Area Project

- New shelving has been ordered for the children's area from Aurora Storage through assisting dealer Chris Pizzuto, "The Library Furniture Guy."
- Final cost for the shelving is \$33,793.71 for twenty-nine sections of double sided, 41" high shelving. The cost includes installation and delivery.
- Funds will be taken from the original \$75,000.00 budget set by the board for the project.
- The shape of the shelving will be similar to those shown below:



- The next phase of the project will involve creating and building "book nooks" for the windows in the children's area. Window leaks must be repaired before this process can move forward.
- Other plans include a mural covering the top of upper areas of the wall, and additional painting and design features.
- We also plan to approach the board of supervisors about replacing the carpet in the children's area.
- Work is also underway in the new teen area. This project will consist of adding furniture and electronics to the former fiction stacks area of the library and will come from the library's furniture and equipment fund.

Kilmichael Library

- Plans to paint the inside and outside of the Kilmichael Library are underway.
- Plans also include new floor and ceiling tiles for the meeting room, which is run and maintained by the Town of Kilmichael, and "refinishing" the floor in the main library.
- This project will require most items to be removed from the library to complete the work.
- The system has ordered a new librarian's desk and has gently used end panels available to freshen up the library when things are put back. We also plan to move the computers to a

new location as a part of a longer-term plan there to refresh the children's area and make the limited space of the library more flexible.

West Library

- Plans to fix the weak floor at the West Public Library are currently underway.
- At this time, we are not certain what other parts of the library will be renovated, however there are walls that have endured several leaks over the years that need repair.
- We are also not sure of the extent to which the library will need to be cleared out for this project. The Town of West has offered the front part of their town hall as a temporary home for the library while work is being completed.
- If all books and other items must be removed from the library for the project, off site storage will be necessary.

Pickens Library Project

- Work on the former United Methodist Church in Pickens continues, with the goal of transforming the space into the new public library.
- The church was donated to the town in 2014 with the stipulation that it become the new location for the Pickens Public Library.
- In 2020, the Friends of the Pickens Public Library received \$200,000.00 for the project from the Mississippi Legislature.
- More recently in 2024, the friends received a \$75,000.00 matching grant from the Mississippi Arts Commission. The Friends of the Pickens Public Library are separately raising the required \$50,000.00 matching funds.
- Belinda Stewart Architects, PA, of Eupora, Mississippi is overseeing the renovation.
- I recently toured the facility with IT Coordinator Michael Davide, viewing the work that has been completed so far, which includes reinforcement of the flooring, and HVAC renovation. We also offered suggestions for future plans.
- Below is a theoretical rendering of the finished project created by the architects:



Attala County Library Update

- Genealogy Librarian Ann Breedlove, who formally worked 32 hours per week, has requested her hours to be reduced to 25 hours per week beginning in February.
- Ann has served our library system for 28 years, and we are pleased that she plans to continue working for the foreseeable future.

CapiraMobile Update

- Our library system has experienced significant issues with the CapiraMobile app since an update was pushed through in the Summer of 2023.
- Some issues have been at least partially resolved, but I have been working with the company on an issue with the app's search feature since July of 2024.
- I was recently informed that the issue is unresolvable without further action from SirsiDynix, our ILS.
- Our contract with CapriaMobile expires in May 2025, and I do not plan to renew. We will explore additional options for mobile apps in the coming months.

FY2025 Raises

- I received several requests to thank the board for the raises that were approved at the October meeting as a part of the FY25 MMRLS Budget. Your commitment to providing the best possible salaries to our library staff is appreciated by our employees

Important Upcoming Dates

- February: MMRLS Advisory Board Meetings, conducted by Assistant Director Brandon Cain
- February 6-7: MLC Director's Meeting, Jackson, MS (and virtual)
- February 17: All MMRLS Locations closed in observance of President's Day
- March 7: MMRLS Staff Meeting, Kosciusko, MS
- March 12: MLA Capitol Day
- April 7-11: National Library Week

Statistical Report: December Year-to-Date

Circulation Statistics

Branch name:	Year-To-Date FY2024	Year-To-Date FY2025	Difference
Attala County	9,884	18,254	8,370
Carthage-Leake	5,752	8,335	2,583
Duck Hill	391	412	21
Durant	112	1,236	1,124
Goodman	1,714	2,360	646
Kilmichael	697	888	191
Lexington	1,250	1,198	(52)
Pickens	306	712	406
Tchula	165	376	211
Walnut Grove	2,302	5,367	3,065
West	500	744	244
Winona-Montgomery	3,142	3,713	571
Winston County	7,219	10,983	3,764
Mobile Library	503	731	228
cloudLibrary e-books	4,043	4,259	216
Hoopla e-books	4,289	5,778	1,489
TOTAL:	42,269	65,346	23,077

System Attendance December YTD: FY24: 40,478, FY25: 41,920

