

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

Date: February 21, 2017
Place: Orange Grove Library Board Room
Presiding Officer: Donald Moore, Chair
Members present: Dave Vincent, Joan Kostmayer, Clare Rhodeman, Ramona Peresich

A quorum was present throughout the meeting.

Others in attendance: Robert Lipscomb, Library Director
Anna Sukmann sitting in for Tim Murr, Board Attorney
Mr. John Heath, Board Accountant
Melissa Bratton, Administrative Assistant (Minutes Taker)

Mr. Donald Moore called the meeting to order. No amendments to the Agenda.

A motion was made, seconded and passed to accept the Agenda.

The Minutes of the November 28, 2016, and January 30, 2017 meeting were approved as written.

A motion was made, seconded and passed to approve the minutes.

FINANCIAL REPORT – The January 2017 Financial Statements were reviewed by Mr. Heath.

- Cash position is \$203,259
- Biloxi payments for current month is received late in the month.
- Several entity payments behind and will show in February.
- Internal income is behind for the estimated revenue.
- Additional refunds have been received for the cancelled Brodart/McNaughton Lease Plans.
- Library Materials continue to be under budget.
- Utilities are under budget for all locations.
- Insurance lines are over in each location due to payment in advance.

DIRECTOR'S REPORT (by Mr. Lipscomb)

- A. Statistics Highlights – The January Statistics were reviewed. Circulation was up 4.6%. Programs Sponsored by the Libraries was down 5.9%. Programs with Other Sponsors was up 11.2%. Attendance at Programming was down 1.8%. New Cards Issued was down 13.2%. Library Visitors was up 4.0% and Computer Use was up 2.3%. Interlibrary Loan Filled 49 requests. Web Page Hits was up 4.3%. WIFI Users was up 21.4%. Learn A Test was up 27.9%. Tumblebooks was up 132.58%. Tumblebooks Junior was down 47.0%
- B. Nell Newman Account – At the January meeting, a representative of BanCorpSouth recommended we stay the investment course we are currently on.

- C. Library Privatization Meeting Hancock County – On February 13, Mr. Lipscomb attended a public hearing on the possible privatization of the Hancock County Library System. Attendance at this meeting included the Director of the Mississippi Library Commission and eight other library directors from around the state. The majority of attendees were adamantly opposed.

Mr. Lipscomb presented data from his research to the board. This type of library management has had questionable implementation.

- D. D'Iberville Library Building Maintenance Responsibility – Mr. Lipscomb requested Mr. Murr's office to research and help clarify ownership of the building. The Library Services Contract of 1994 is ambiguous.

NEW BUSINESS

- A. The January 2017 Accounts Payable Docket was reviewed by Mr. Heath with the following items noted:
 - a. Check #20404 to Bond Services, \$2,125.00, for December janitorial service.
 - b. Check #20410 to AT&T, \$12,385.33 for telecommunications.
 - c. Check #20146 to Bond Services, \$2,125.00, for January janitorial service.
 - d. Check #20426 to Ingram Library Services, \$5,614.72, for library materials.
 - e. Check #20448 to AT&T, \$13,258.23 for telecommunications.
 - f. Check #20462 to Topp McWhorter Harvey, \$1,000.00 for accounting services.

A motion was made, seconded and passed to approve November & December Accounts Payable Docket.

A motion was made, seconded and passed to approve January Accounts Payable Docket.

- B. Approve Nell Newman Investment Strategy.

A motion was made, seconded and passed to approve the investment strategy.

The next meeting was set for 12:00 p.m., March 20, 2017, at the Orange Grove Public Library.

Donald Moore, Board Chair