

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

Date: August 22, 2016
Place: Orange Grove Library Board Room
Presiding Officer: Donald Moore, Chair
Members present: Dave Vincent, Ramona Peresich, Joan Kostmayer, Clare Rhodeman

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

Mr. Donald Moore called the meeting to order. New Business – C – Law regarding lunch hours and D – Funding Sources were added to the agenda.

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

The Minutes of the July 25, 2016, meeting were approved as written.

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

FINANCIAL REPORT – The July 2016 Financial Statements were reviewed by Mr. Heath.

- Cash position is \$323,564.
- Utilities continue to be under budget for all locations.
- Entities are current on payments, except for D’Iberville.
- Universal Services is delayed.
- Expected increase in monies spent on library materials for all locations.
- Biloxi spent \$28,000 on library materials.
- No one is over spending their budget.
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DIRECTOR’S REPORT (by Mr. Lipscomb)

- A. Statistics Highlights – The July Statistics were reviewed. Circulation was down 9.4%. Programs Sponsored by the Libraries was down 12.9%. Programs with Other Sponsors was down 9.4%. Attendance at Programming was up 7%. New Cards Issued was down 14.9%. Library Visitors was down 11.6% and Computer Use was down 10.2%. Interlibrary Loan Filled 60 requests. WIFI Users was up 0.4%. Freeding Downloads was down 8.7%.

The Board requested a current standing of statistics for the current year.

- B. FY 2017 County Budget Hearing – On 8/11/2016, Mr. Lipscomb, Dave Vincent, and Ramona Peresich attended a Harrison County Supervisors’ budget workshop to formally present the draft FY 2017 Budget. The Supervisors had concerns with the level of funding from the other entities. Several ideas and/or suggestions were shared.

Mr. Lipscomb will set up a meeting with Dr. Kelly of Gulfport to discuss the budget.

- C. Mississippi Libraries Per Capita Funding Information - Mr. Lipscomb presented the per capita funding of various library systems in the state.

Harrison County Library System	\$14.94 per capita
Jackson George Library System	\$26.64 per capita
Jackson-Hinds Library System	\$18.63 per capita
Meridian-Lauderdale Library System	\$45.97 per capita

- D. Reduction in Insurance Costs – The contents insurance will decrease from \$31,927.00 to \$27,436.01 for the coming year.

NEW BUSINESS

- A. The July 2016 Accounts Payable Docket was reviewed by Mr. Heath with the following items noted:

- a. Check #20004 to Wesco Insurance Company, \$6,257.00, for Workers Comp.
- b. Check #20021 to Roberson Security, \$600.00, for security monitoring.
- c. Check #20027 to Baker & Taylor, \$7,825.43, for library materials.
- d. Check #20056 to Brodart, \$31,109.31, for lease materials.
- e. Check #20062 to Hattiesburg Zoo, \$45.00, for reading program.

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

- B. Declare Old Children’s Rug in West Biloxi Library as Surplus – Rug was surplused and given to the Biloxi Friends of the library.

A motion was made, seconded and passed to remove from inventory.

- C. Law regarding lunch hour – Tim Murr will review the labor laws and report back.
- D. Funding Sources – Covered in the discussion of the Supervisors’ meeting. Past attempts to rewrite the library contract in regards to funding has not been successful.

The next meeting was set for 12:00 p.m., September 26, 2016, at the Orange Grove Public Library.

Donald Moore, Board Chair