



LAMAR COUNTY LIBRARY SYSTEM  
BOARD OF TRUSTEES

BOARD MEETING MINUTES

**Date:** July 16, 2024  
**Time:** 1:30 PM  
**Location:** Lamar County Board of Supervisors Meeting Room

**Presiding:**

Mrs. Peggy Moore

**Members Present:**

Mrs. Barbara Hahn  
Mrs. Jenny Thames  
Mrs. Carol Ann Freeman

**Members Absent:**

Mr. Kent Hudson

**Others Present:**

Brianna Williams, Director  
Valerie Childers, Business Manager  
Katherine Frisch, Assistant Director  
Staff: Chris, Kayle, Emilee, Sherri

**CALL TO ORDER:**

Chair Moore called the meeting to order at 1:31 P.M.

**AGENDA:**

**Motion to approve agenda:** Jenny Thames **Second:** Carol Ann Freeman All approved.

**PUBLIC FORUM:**

None. The meeting was open to the public, we had no public visitors and no one on the agenda to speak.

**CONSENT AGENDA:**

1. Personnel Matters
  - a. Resignation: Tori Jones – Purvis Manager
  - b. Status Change: Chris Bass from Outreach to Purvis Branch Manager
  - c. Status Change: Emilee Norris from Oak Grove Manager to Outreach Librarian
  - d. Status Change: Hannah Myers will begin Mailrun and ILL
  - e. New Hire: Nancy Claypool, Oak Grove Branch Manager
  - f. End of Probation (12% increase):
    - i. July: Autumn Sanford, Sandra Broome
    - ii. August: Rebecca Fish
2. Financial Reports
  - a. Bank Reconciliation
  - b. Budget vs. Actual
3. Branch Reports
  - a. Incident reports
    - i. Sumrall
4. Deletion List
  - a. None
5. Policy Matters
  - a. Approval of changes to personnel and procedural policy: Desk etiquette: religion and political views not to be discussed with or in front of patrons.
6. Technology
  - a. Approval of purchasing two new computers for Purvis and Lumberton Managers
7. Budget Matters
  - a. FY25 Budget Proposal Update
    - i. Decreased PERS from 20% to 18% (after bill passed decreasing amount in May).
  - b. Approval to transfer \$200 from book club programming to software and licensing
  - c. Approval to transfer \$1000 from library programming to software and licensing
  - d. Approval to transfer \$5000 from audiobooks to software and licensing
  - e. Approval to transfer \$500 from serials to digital
  - f. Approval to transfer \$1500 from processing to digital
  - g. Approval to transfer \$2500 from professional services to books
  - h. Approval to transfer \$500 from professional services to lost ILL charges
  - i. Approval to transfer \$1000 from professional services to branch and offices supplies

- j. Approval to transfer \$1500 from staff training to branch and office supplies
- k. Approval to transfer \$7000 from janitorial expenses to copiers
- l. Approval to transfer \$4000 from support to copiers
- m. Approval to transfer \$1067 from computers and hardware to personnel expenses
- n. Approval to transfer \$1500 from support to personnel expenses
- o. Approval to transfer \$11500 from support to telecommunications

**Motion to approve consent agenda items:** Jenny Thames **Second:** Carol Ann Freeman All approved.

## **BUSINESS MATTERS/ DISCUSSION AGENDA ITEMS**

### **1. Additional Matters**

- a. Financial Plan Policy

**Motion to approve strategy:** Carol Ann Freeman **Second:** Barbara Hahn All approved.

### **2. Under Advisement**

- a. None

**Motion to approve Disaster/Hurricane plan policy:** **Second:**

## **EXECUTIVE SESSION:**

**Motion to move into executive session:** Carol Ann Freeman **Second:** Jenny Thames. All approved  
*After discussion returned to Open Session*

## **ADJOURN:**

**Motion to adjourn the meeting:** Carol Ann Freeman **Second:** Barbara Hahn All approved

## **FUTURE BOARD MEETINGS:**

- September 17, 2024

Minutes recorded and respectfully submitted by: Brianna Williams, Director

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Accepted and Approved by Board of Trustees : Peggy Moore, Chair of the Board of Trustees

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