

MINUTES

Union County Library System Administrative Board of Trustees Regular Meeting

Jennie Stephens Smith Library
Community Meeting Room
219 King Street
New Albany, MS 38652

Friday, December 16, 2011
3:00 p.m.

Board of Trustees: Present – Byrne Phyfer, Gwyn Pennebaker, Janice Ledbetter, and Nell Boland

Union County Library System (UCLS) Staff: Kay Sappington

CALL TO ORDER

Phyfer called the meeting to order at 3:10 p.m. and welcomed attendees.

APPROVAL OF MINUTES

Motion: Adopt the minutes of September 30, 2011, as presented.

Motion by: *Ledbetter*; Second: *Pennebaker*. Unanimously approved

REPORTS

Director - Sappington provided the Financial Reports

Statement of Revenue, Expenditures, and Assets (green)

Check Register 7/26/2011 – 12/16/2011 (yellow)

Motion: Adopt the reports as presented.

Motion by: *Ledbetter*; Second: *Boland*. Unanimously approved

ACTION ITEMS

Motion: Make changes to Personnel Policy, Section 8.1 Personal Leave and 8.2 Medical Leave / Bereavement Leave as purposed.

Motion by: *Ledbetter*; Second: *Pennebaker*. Unanimously approved

DISCUSSION ITEMS

Phyfer reported that two Library Board members, he and Lynn West, were called to a meeting about a month ago by Cindy Whiteside, Peggy Hitt, and Rita Perry. The 3 employees made complaints against the library director. This meeting took place after work at the New Albany News-Exchange office.

ADJOURNMENT

Motion: Adjourn the meeting.

Motion by: *Pennebaker*; Second: *Boland*. Unanimously approved

Submitted by
Kay Sappington

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