

LINCOLN PARISH LIBRARY BOARD OF CONTROL

Minutes of Meeting

March 16, 2022

The Lincoln Parish Library Board of Control Meeting was called to order at 4:00 pm by Dr. Augusta Clark, Library Board President. Board members present included Jan Canterbury, Dr. Augusta Clark, Mary Jo Cooper, Sandra Dupree, Bill Jones, and Amy Miller.

Ms. Dupree made the motion to approve the agenda as it was presented. Mrs. Canterbury seconded the motion. All yes, motion carried.

There were no public comments.

Ms. Sandra Dupree made a motion to approve the minutes of the February 16, 2021 meeting as presented. Mrs. Cooper seconded the motion. All yes, motion carried.

The Interim Library Director gave an update on behalf of the Recognition Committee to the Board. She announced that the event would take place on Saturday, May 21 at 11 am in the Library Event Center. She announced that Mr. Hollingsworth was successful in making contact with both families and securing their attendance. She also announced that several members of the committee would be assisting her in gathering addresses for invitations and that planning was moving forward from there.

Mrs. Miller updated the Board on the status of the current Director's search. She announced that the packet and advertisement was available on the State Library website, the Ruston-Lincoln Chamber website and the front page of the Library's website. She also announced a running ad in the Ruston Daily Leader as well. She noted that as of the current date, there were no applicants, but there was still plenty of time left until the deadline.

There was much discussion surrounding the questions of the current Library Holiday/Closure schedule stemming from the previous meeting. The Interim Library Director presented the Board with a two page report explaining the breakdown of hours of labor force necessary to remain open on the days in question as well as the details of work load in relation to operation and pulling from other departments to support on the floor function during holidays. Dr. Clark opened the floor for comment from the public concerning their thoughts on the topic. Some members voiced concern for making the staff work on particular holidays such as Martin Luther King, Jr. Day and Juneteenth. After more discussion these two holidays were removed from the list of holidays in question. Lewis Jones, Attorney, referenced a revised statute that removed both Labor Day and Veteran's Day from the list as well. This left President's Day and Memorial Day up for discussion. Mr. Lewis Jones also pointed out that according to the Police Jury policy, if a staff member worked on a date that was deemed an observed holiday by the institution, staff had to be paid double in order to be compensated for both holiday pay as well as hours worked. Mr. Bill Jones requested that the Interim Library Director run a report to determine what the financial burden would be if the staff worked those two holidays and present to the Board at the next meeting. She agreed. Dr. Clark asked the Interim Library Director to poll the staff to see how they felt about working on these holidays. She agreed.

At the request of Mr. Bill Jones, the Board agreed to form a committee to research the historical function of and address the future operations of the Library Events Center. There was some discussion surrounding the size of the committee and if it should include only Board Members or other members of the community as well. Mr. Bill Jones made a motion requesting the Board Chair select a sub-committee of Board, consisting of three members, to do extensive research before integrating other public members into the committee. Mrs. Miller seconded the motion. After more discussion on a final number of committee members, Mr. Bill Jones substituted his motion for four members on the committee. Mrs. Miller seconded the substituted motion. All yes, motion carried. It was requested that Mr. Bill Jones, Mr. Richard Durrett, Mrs. Mary Jo Cooper and Ms. Sandra Dupree serve on this committee. All agreed to serve, meet prior to the next Board Meeting, and report to the Board with an update on progress at that time.

After some minor discussion on the need for a more in depth report, the motion was made by Ms. Sandra Dupree to table item IX on the agenda. Mr. Bill Jones seconded the motion. All yes, motion carried.

Dr. Clark announced that National Library Week would be from April 3 through April 9. She requested that the Board Members consider assisting her and a few others in recognizing the staff that week to show their appreciation for all the hard work and dedication that they give to the Library and the community. She also encouraged the Board Members to go into the Library and observe what the staff is doing and to be available for the staff to interact with. Ms. Sandra Dupree stated that the year prior many Board Members did come in and observe staff functions and shadowed a few departments. She mentioned how eye-opening it was to see all that goes into the background work to make the Library function. She encouraged other Board Members to consider doing this if they could.

There was no correspondence or communication to discuss.

The Interim Director presented the Board with the January and February statistics for 2022. She informed the Board library visits were up 3,250 from last year. She also pointed out other areas of the statistics that exceeded or were close to exceeding all statistics reported in those areas for 2022. These areas included study room usage, OverDrive and Hoopla usage, as well as programming overall. The Interim Director presented the Board with a list of upcoming events to be hosted by the Library over the next month. She also announced to the Board that the Smithsonian Exhibit would be delivered mid-April and would be open to the public on April 18 with an opening reception on the 21st. The Interim Library Director also presented the Board with a financial report as of the end of February 2022.

With no further discussions, Ms. Dupree made a motion to adjourn the meeting. Mrs. Miller seconded the motion. All yes. Motion carried.