

LINCOLN PARISH LIBRARY BOARD OF CONTROL

Minutes of Meeting

January 19, 2023

The Lincoln Parish Library Board of Control Meeting was called to order at 5:00pm by Chair Amy Miller. Board members Jan Canterbury, Mary Jo Cooper, Richard Durrett, Diana Humphries, and Deborah Gilliam were present. Absent from the meeting was Sandra Dupree and Eric McCulloch.

Mr. Durrett made the motion to approve the agenda as presented. Mrs. Canterbury seconded the motion. All yes, motion carried.

There were no public comments.

Mrs. Cooper made the motion to approve the minutes for the December 15, 2022 meeting. Mrs. Gilliam seconded the motion. All yes. Motion carried.

Chair Miller turned the task of Board officer elections to Director Bolom, who promptly called for nominations for Chair for 2023. Mr. Jones nominated Amy Miller. Mrs. Gilliam seconded the nomination. No other nominations were made. Bolom closed nominations and performed a rollcall vote with all present members voting "yes." Amy Miller reelected as Chair for 2023. This is her second and final term as chair.

Director Bolom called for nominations for Vice-Chair for 2023. Mrs. Cooper nominated Jan Canterbury. Mrs. Gilliam seconded the nomination. No other nominations were made. Bolom closed nominations and performed a rollcall vote with all present members voting "yes." Jan Canterbury reelected as Chair for 2023.

Chair Miller turned discussion over to Mr. Jones to report on recommendations of the Bylaws committee which met on Friday, January 13, 2023. Mr. Jones presented the each of the committee's suggested changes. The committee also recommended dropping the addendum "Job Duties for Trustees" from the bylaws. Mrs. Miller asked if the committee had considered the addition of formal term limits be added to the bylaws. Mr. Jones said that the committee would consider the matter by reviewing the Police Jury's published rules and guidelines, along with State Law and other Louisiana libraries' bylaws. Mr. Jones made the motion to accept the changes, and the second came from Mr. Cooper. All yes. Motion carried.

Mrs. Miller reported on the Thursday, January 12, 2023 meeting of the Compensation committee. She briefly reviewed the hiring policy, staff classifications, and pay scale that Bolom created. The committee discussed some revisions, and Bolom is working on them.

Mr. Jones reported for Events Center committee. He outlined his conversations with the Convention and Visitors Bureau and what needs to be considered before the Library enters into a cooperative agreement with them. His recommendation, for whatever agreement, would be for a one-year contract only. The Board granted Mr. Jones authority to begin serious negotiations with the CVB and report back with any progress.

There was no correspondence or communication to discuss.

Director Bolom presented the Board with the 2022 year-end financials. Mr. Durrett asked about the status of State Revenue Sharing funds, which budgeted at \$25,000 had yet to be received. He also asked about the projection of utilities, especially in regard to the Events Center and any agreement the board may enter into with the CVB. Director Bolom was tasked with getting a report of the last two years' utility bill history for the Events Center.

Director Bolom also presented the 2022 year-end statistics, which showed any overall increase when compared to 2021. This is as expected with more inhouse visits and added programming.

In his report for professional activities, Director Bolom mentioned his attendance and work done for both the Compensation and Bylaws committee meetings. He also noted several staffing changes at the State Library of Louisiana.

Library technology went through several changes. The overdue installation of the Cloud 9 patron computer management solution from Envisionware was performed on January 20 by Parish IT. IT also upgraded all staff computers to Microsoft 365 at no cost and migrated the Library's email back to Outlook.

A parttime position is again open in the Children's section after the firing of one staff member. All staff went through the required training needed to make the Library a "Staff Place." This was done by Christopher Youth Center employee Michaela Taylor on Wednesday, January 11. All staff remain pleased with the Library's involvement with the program. Bolom also announced that he aims to have new professional photographs of Library supervisors and board members performed at the time right before April's board meeting on Thursday, April 20, 2023.

Bolom announced upcoming programming. A Disney Redux Movie Pairs program, the annual LPL Readers Club Gala, and three Black History Month events. A flyer for the three Black History Month programs was passed out.

Mrs. Miller formally thanked Diana Humphries for her many years of service to the Library Board of Control. Her term ends on February 15, 2023, and Mrs. Humphries has decided not to seek renewal. She has been a board member since 2005. Mr. Durrett reminded the board that a formal letter of the vacancy needed to be sent to the Police Jury before they could fill the seat. Director Bolom said he would work with Mrs. Miller to get that done promptly.

With no further discussions, Mrs. Canterbury made a motion to adjourn the meeting. Mr. Jones seconded the motion. All yes. Motion carried.

Meeting adjourned at 5:54 pm.