

Claiborne Parish Library
Board Meeting
Minutes
Monday, July 22, 2019

The Claiborne Parish Library Board of Control met Monday, July 22, 2019, at 3:30 p.m., in the Board Meeting Room of the main library. Board members absent were Janis Daniels and Dianne Spigener. Dwayne Woodard and Calie Dison were present for meeting.

Denice Owens, President, called the meeting to order.

Frank Speer made a motion that the minutes of the April 22, 2019, meeting be accepted as printed. Sandra Hines seconded the motion. Motion passed with all voicing "aye".

Unfinished Business:

There was no unfinished business.

New Business:

Library Director's Report: Pam Suggs gave the Director's report, a copy of which is attached to the minutes.

Included in the Library Director's report was information about the Brownfield project, Summer Reading Program, Upcoming events at the Library, information from Mr. Coco, the custodian position, and computer upgrades.

Bank Reconciliations: A motion was made by Trudy Clark and seconded by Sandra Hines to accept the bank reconciliations for April, May and June 2019, copies of these and the bank statements were included in Board packets. Motion passed with all voicing "aye".

AUPs requirement for 2019: Disaster Recovery/Business Continuity. This proposed procedure was mailed in packets and it was briefly discussed. A motion was made by Frank Speer which was seconded Trudy Clark to accept the Disaster Recovery/Business Continuity AUP as presented by Pam Suggs. Motion was passed with all voicing "aye".

Statistical Reports: Pam Suggs submitted copies of the Statistical Report for April, May and June, 2019.

Financial Report: Dwayne Woodard went over the financial reports for the year- to- date and answered questions from the Board about the finances.

There were no public comments.

Having no further business the meeting of the Board of Control was adjourned at 4:15 p.m.

Next meeting date was set for Monday, September 23, 2019, 3:30 p.m.

Pam Suggs, Secretary
Approved 9/23/2019

