

Claiborne Parish Library
Board Meeting
Approved Minutes
Monday, September 23, 2019

The Claiborne Parish Library Board of Control met Monday, September 23, 2019, at 3:30 p.m., in the Board Meeting Room of the main library. Board member absent was Janis Daniels. Dwayne Woodard was present for meeting.

Denice Owens, President, called the meeting to order.

Frank Speer made a motion that the minutes of the July 22, 2019, meeting be accepted as printed. Dianne Spigener 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.

A: There was an update about the Haynesville Building Project, the RFP's were issued for the soil borings. At this time Altech was the only company that had reached out to Dwayne for more information. The RFPs are due back on September 30, 2019 to the Police Jury.

B: Pam gave a short run down on upcoming events at the library.

C: Pam presented the Board with a listing of electronic equipment that needed to be declared surplus. After going over the list and a short discussion, a motion was made by Dianne Spigener to declare the list of equipment to be surplus and for it to be placed for sale to the highest bidder; after removing software and other data pertaining to the library. The purchaser would have to sign an avadavat of acceptance "as is".

Motion was seconded by Frank Speer. Motion passed with all voicing "aye".

D: Pam gave the Board an update on the computer upgrades in Haynesville. This will take place October 7 – 11 and the library will be closed on those days.

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

Statistical Reports: Pam Suggs submitted copies of the Statistical Report for July, 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, December 2, 2019, 12 Noon.

Pam Suggs, Secretary