

Claiborne Parish Library  
Board Meeting  
Approved (2/21/2022) Minutes  
Monday, November 29, 2021

The Claiborne Parish Library Board of Control met Monday, Monday, November 29, 2021, 3:30 p.m., in the Multi-Purpose Meeting Room. Present were: Denice Owens, Dwayne Woodard, Sandra Hines, Patricia Davis, Frank Speer, Trudy Clark, Dianne Spigener, Pam Suggs and Wesley Harris.

No absences.

Denice Owens, President of the Board, called the meeting to order.

**Approval of Board meeting minutes of September 20, 2021:**

A motion was made by Patricia Davis that the minutes of the September 20, 2021, Board meeting be approved. The motion was seconded by Frank Speer. Motion passed with all voicing 'aye'.

**Unfinished business:** None.

**New Business:**

**Library Director's Report:**

A copy of this report is attached to the minutes.

**Reconciliation of Bank Statements:** A motion was made by Dianne Spigener that the bank reconciliations for September & October 2021, be approved. Frank Speer seconded the motion. Motion passed with all voicing "aye".

**Financial Report: Dwayne Woodard**

The 2021 amended budget was discussed first. Mr. Woodard went over each line in the budget and explained the adjustments that were made. He pointed out the unforeseen income and expenses occurring during the previous months. After explanations and discussion of the 2021 amended budget, Frank Speer made a motion for the Board to approve the 2021 amended budget as presented. Trudy Clark seconded the motion. Motion passed with all voicing "aye".

Mr. Woodard then went over the proposed 2022 budget. There was a discussion about the expenditures for the new building projects in Haynesville and the amount of money to be allotted to cover those costs. Mr. Woodard went through each line item of the proposed budget with explanations. After discussion was ended, Patricia Davis made a motion for the Board to approve the 2022 proposed budget. Sandra Hines seconded the motion. Motion passed with all voicing "aye".

**Statistical Reports** of usage for September and October of 2021 were briefly discussed. October's statistics showed a slight increase in circulation.

Having no further business, the meeting was adjourned at 4:32 pm.

Next meeting date: January 24, 2022, 3:30 p.m.

Pam Suggs, Secretary, Claiborne Parish Library Board of Control