

Claiborne Parish Library
Board Meeting
Approved Minutes (November 29 , 2021)
Monday, September 20, 2021

Claiborne Parish Library Board of Control met Monday, Monday, September 20, 2021, 3:30 p.m., in the Capital One Bank building, Haynesville, LA. Present were Denice Owens, Dwayne Woodard, Sandra Hines, Patricia Davis, Frank Speer, Trudy Clark, Calie Dison, Wesley Harris, and Pam Suggs. Absent: Dianne Spigener

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

Approval of Board meeting minutes of July 19, 2021:

A motion was made by Trudy Clark that the minutes be approved. The motion was seconded by Frank Speer. Motion passed with all voicing 'aye'.

Unfinished business: Haynesville Building Project

Frank Speer made a motion for the Board to declare surplus any and all movable equipment left in the Capital One Bank building. Motion was seconded by Trudy Clark. Motion passed with all voicing 'aye'.

Patricia Davis made a motion that the Board approve the ALTEC proposal for asbestos assessment (\$2,359.37) and that Dwayne Woodard be authorized to sign proposal agreement. Motion was seconded by Sandra Hines. Motion passed with all voicing 'aye'.

New Business:

Library Director's Report:

Haynesville Building Project:

Mr. Wayne Coco & Chris Leigh's visit to Capital One Bank building.

ALTECH – proposal for assessment.

Police Jury to sell drive-tru bank building as soon a title insurance is settled.

Utilities for bank building have been changed over to Library's accounts.

Some work done on HVAC and lighting in bank building.

General Report:

Children's Services Librarian is doing storytimes online,

CME historical marker approved. Vince Ory did research.

Upcoming programs

Report on ethics and PSH training.

Financial Report: Dwayne went over the financial statements as of August 31, 2021.

Reconciliation of Bank Statements: A motion was made by Trudy Clark that the bank reconciliations for July- August 2021, be approved. Patricia Davis seconded the motion. Motion passed with all voicing "aye".

Statistical Reports of usage for July & August of 2021 were briefly discussed. August showed a slight decrease.

Having no further business, the meeting was adjourned at 4:30 pm.

Pam Suggs, Secretary, Claiborne Parish Library Board of Control