

Claiborne Parish Library
Board Meeting
Monday, November 27, 2017

The Claiborne Parish Library Board of Control met Monday, November 27, 2017, at 3:00 p.m. in the Multipurpose meeting room of the main library. All members were present.

Denice Owens, President, called the meeting to order.

Frank Speer made a motion that the minutes of the previous meeting be accepted as printed. Janis Daniels seconded the motion. Motion passed with all voicing "aye".

Unfinished Business:

Haynesville – Joe W. Webb Memorial Library.

The building that housed the previous Fred's has been demolished, the building remains were burned and the debris is now being hauled away. There was some damage to two adjacent buildings that the Town of Haynesville will have to rectify and settle with the owners before the Police Jury can purchase the property. After this is settled then plans will proceed as intended.

There was a discussion about public involvement in the building design. Dwayne Woodard, Parish Administrator, emphasized that the Police Jury would like for the Board, the staff and Mr. Coco, the architect, be the only ones involved in the design process. This worked well with the main library and they have voiced their confidence that this would be the case with the Joe W. Webb Memorial Library Branch.

New Business/Director's Report:

There was a discussion of the reception planned for the retirement of Nancy Smock, Children's Services, Processing and ILL Head. The reception is to be held on Friday, January 12, 2018, from 2:00 – 4:00 pm.

Pam Suggs, Director, reported to the Board that there was a need for another part-time employee and was running advertisements in the papers for this position. She made a copy of the announcement and this was attached to the agenda notes for today's meeting.

Pam Suggs also announced to the Board that 92 Blessings had given their annual gift for the Ura Dell Evans Technology Center. This money was deposited in the bank and would used when the new technology was ordered for Joe Webb Memorial Library.

The Board agenda also contained a copy of the program reports and attendance for the months of September thru November 27, 2017.

Bank Reconciliations:

A motion was made by Dianne Spigener to accept the bank reconciliations for September and October, 2017.

Janis Daniels seconded the motion. Motion passed with all voicing "aye".

Budget Considerations:

Dwayne Woodard, Parish Administrator, and Pam Suggs, Director, presented this information to the Board.

1. The Amended Budget for 2017 was presented and explained in length. It was noted that there was \$21,000.00 added for Capital Outlay in anticipation of purchase cost of land and technology purchases.

After discussion and questions about the Amended 2017 budget, a motion to approve these amendments was made by Janis Daniels. Sandra Hines seconded the motion. Motion passed with all voicing "aye".

2. Salary changes for 2018 were then presented and explained in length. After discussion and questions, Trudy Clark made a motion that the salary changes for 2018 be accepted as presented. Sandra Hines seconded the motion. Motion passed with all voicing "aye".

3. The proposed 2018 budget was presented and explained in length. It was noted that Capital Outlay included construction expenses. After discussion and questions, Frank Speer made a motion that the proposed budget for 2018 be accepted as presented. Janis Daniels seconded the motion. Motion passed with all voicing "aye".

There were no others in attendance at meeting; so no public comments were made.

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

Next meeting: Monday, January 29, 2018, 3:30 PM.

Pam Suggs, Secretary