

Claiborne Parish Library
Board Meeting
Unapproved Minutes

Monday, September 18, 2017

(Approved 11/27/17)

The Claiborne Parish Library Board of Control met Monday, September 18, 2017, at 3:30 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.

Dwanye Woodard talked to the Board about the Haynesville Town Council proposal that the Police Jury/Library Board agree to lease the land that the new building was to be constructed on for 99 years. There was a lengthy discussion about this. The two options were:

1. No lease. The property can be put out for public bids.
2. The library could move its search for property to build to another location.

A motion was made by Janis Daniels not to accept the proposed 99 year lease of the land as presented by Haynesville Town Council. Dianne Spigener seconded the motion. Motion passed with all voicing "aye".

A motion was made by Frank Speer that inquiries be made in to purchasing the lots located to the east of Capital One Bank in Haynesville.

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

New Business:

Bank Reconciliations:

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

Frank Speer seconded the motion. Motion passed with all voicing "aye".

Check Signature:

A motion was made by Dianne Spigener to accept the Resolution for Denice Owens' signature to be placed on record at GB&T as another signature for check signing from the Fines Account. Trudy Clark seconded the motion. Motion passed with all voicing "aye".

Money Collection Policy and Procedures update as suggested by auditor.

Pam went over the changes that the auditor had recommended be made to the Money Collection Policy and Procedures that was passed at last meeting of the Board.

A motion was made by Frank Speer that these recommendations be adopted into the Policy. Sandra Hines seconded the motion. Motion passed with all voicing "aye".

Bookmobile:

After a short discussion about the bookmobile and the fact that no one had reported in inquiry or complaint about it not going out, Dianne Spigener made a motion that Bookmobile service be suspended for the time being. Trudy Clark seconded the motion. Motion passed with all voicing "aye".

Staffing Changes:

Pam pointed out that Nancy would be leaving December 18, 2017. Suzanne would be taking on part of her duties.

A motion was made by Sandra to increase Asia Story's pay to the amount that was recommended in the Board's packet of information to commence as soon as possible. Dianne Spigener seconded the motion. Motion passed with all voicing "aye".

There was a discussion about a part-time hire. Any decision about this was tabled until the November meeting.

Financial Report:

Dwayne went over the financial report with the Board. And answered any questions regarding the report.

There was a short discussion of the statistical reports and the calendar of library sponsored events.

Having no further business the meeting was adjourned at 4:45 pm.

Next meeting: Thursday, November 30, 2017, 12 Noon

Pam Suggs, Secretary