

NATCHITOCHES PARISH LIBRARY  
BOARD OF CONTROL  
MEETING MINUTES  
September 15, 2025

**Board Members Present:** Thomas Roque, Juliette Moffett, Tracy Brown, Dr. Frank Fuller, Rene Lewis, Karen Terrell, Barbara Smith, and Library Director Mona Bamburg

**Board Members Absent:**

**Guests:** Natchitoches Times Editor Nora Drenner, Alan Niette, Martha Uchino, Rosalind Parker, Courtney Freeman

Mr. Roque called the meeting to order at 12:12 pm.

Invocation was given by Dr. Fuller.

**Public Comments:**

None

**Agenda:**

Motion by Dr. Fuller to change an item to the agenda regarding a cost-of-living adjustment for all employees – not just full-time employees. Mrs. Juliette Moffett Seconded. Motion carried.

**Minutes:**

Motion to approve the minutes as presented of the June 16, 2025, regular meeting was made by Mr. Tracy Brown. Dr. Frank Fuller seconded. Motion carried.

**OLD BUSINESS:**

Mrs. Bamburg reminded the board members to complete Ethics and Sexual Harassment Training.

Mrs. Bamburg gave an update on the proposed branches at Natchez and Robeline. The introduction to the ordinance to purchase the properties in Natchez and Robeline went before the parish council in the August 18, 2025, meeting. The introduction was accepted. The ordinance to purchase the two properties will be on the agenda for the September 15, 2025, parish council meeting.

**NEW BUSINESS**

Mrs. Bamburg and Alan Niette gave a brief summary of the CIPA (Child Internet Protection Act) requirements and assured the board that the Natchitoches Parish Library was in compliance.

Motion was made by Mrs. Karen Terrell to approve a cost-of-living adjustment, based on employee pay scale step-increase, for all employees. Mrs. Barbara Smith seconded. Motion carried.

Motion was made by Mrs. Rene Lewis to approve the financial agreement with the Natchitoches Parish Government for administrative costs. Mrs. Karen Terrell seconded. Motion carried.

Motion was made by Mrs. Juliette Moffett to approve the 2026 health insurance coverage for full-time employees and retirees. Mrs. Karen Terrell seconded. Motion carried.

Motion was made by Mrs. Rene Lewis to approve the 2026 NPL budget as presented. Mrs. Barbara Smith seconded. Motion carried.

Motion was made by Mrs. Barbara Smith to approve NPL's Community Give Back-Fine Forgiving promotion for the months of October through December. Mrs. Rene Lewis seconded. Motion carried.

Motion was made by Mrs. Karen Terrell to change the Library Board of Control meeting date to December 8, 2025, from December 15, 2025. Mrs. Barbara Smith seconded. Motion carried.

Motion was made by Mrs. Barbara Smith to allow employees to receive an hour of additional compensation for emergency callouts. Mrs. Rene Lewis seconded. Motion carried.

Motion was made by Mrs. Rene Lewis to change the Volunteer Leave Transfer language to include, "at the discretion of the director" when determining days requested. Dr. Frank Fuller seconded. Motion carried.

Motion was made by Mrs. Karen Terrel to surplus the listed items. Mrs. Rene Lewis seconded. Motion carried.

Motion was made by Mrs. Rene Lewis to accept the record retention schedule. Dr. Frank Fuller seconded. Motion approved.

**Reports:**

Reports for all departments were distributed and discussed. No action necessary.

The next Library Board of Control meeting will be held on Monday, December 8, 2025, at 12:00PM, at the Main Branch of the Natchitoches Parish Library.

**With there being no other business, the Library Board of Control meeting was adjourned at 1:30 PM.**