

Minutes

West Carroll Parish Library Board of Control Meeting

December 11, 2023

The West Carroll Parish Library Board of Control meeting was held on December 11, 2023, at the West Carroll Parish Library. The meeting was called to order by Mrs. Sybil Brumley at 3:38 p.m. Mrs. Sandra Costello gave the invocation. Those present for the meeting were Sybil Brumley, Sandra Costello, Betty Ward, Fran Shopper and Jan Franklin. Minutes of last meeting were read with a motion made by Mrs. Sandra Costello to accept the minutes of the May 8, 2023 meeting seconded by Mrs. Fran Shopper. The motion passed unanimously.

Mrs. Franklin gave a report on circulation of library materials for months January 1, 2023 through December 10, 2023. Mrs. Franklin gave a report on the finances of the library.

Mrs. Franklin reported two annual events had been held in October and November. The annual Trick-O-Treat at the Library was held October 31st and Santa stopped in for a visit on November 30th showering the children with all sorts of goodies and hearing all of their Christmas wishes.

In new business, Act 436 was recently passed by the Governor concerning materials considered to have inappropriate content to be kept out of the hands of children. A policy was needed regarding how to handle this process without violating any censorship laws, but remain compliant to the new laws regarding such. A collection development policy was presented for each member to read and discuss. After much discussion, Mrs. Sandra Costello made a motion, seconded by Mrs. Betty Ward to accept and put into effect, January 1, 2024, the new collection development policy. Motion passed unanimously. Mrs. Franklin stated Governor Landry has given libraries until June 2024 to have everything in place regarding this process.

Mrs. Franklin stated it was time for the 2023 audit engagement approval to be provided by Bosch & Statham CPA's. Mrs. Betty Ward made a motion to approve the 2023 audit engagement seconded by Mrs. Sandra Costello. Motion passed unanimously.

Mrs. Franklin presented members with the proposed 2024 meeting, holiday and payroll dates. After discussion, Mrs. Fran Shopper made a motion seconded by Mrs. Betty Ward to accept all proposed dates as presented. Motion passed unanimously.

Mrs. Franklin proposed a 3% COL increase to all current staff members effective January 1, 2024. A proposal for possible hourly increases in addition to a COL increase to keep current employees' wages more equivalent to other surrounding wages was proposed as well. After much discussion, Mrs. Sybil Brumley proposed an additional two dollars be added to each current employee's pay along with the 3% increase. All members agreed and Mrs. Betty Ward made a motion to accept as stated beginning January 1, 2024, seconded by Mrs. Fran Shopher. Motion passed unanimously.

Mrs. Franklin presented the 2023 amended budget, as well as, the 2024 proposed budget. Mrs. Franklin discussed all changes with members. After discussion of both amended and proposed budgets, Mrs. Sandra Costello made a motion seconded by Mrs. Betty Ward to accept the 2023 amended budget. Motion passed unanimously. Mrs. Fran Shopher made a motion seconded by Mrs. Sandra Costello to accept the 2024 proposed budget. Motion passed unanimously.

Mrs. Franklin stated it was time for the 2024 officer elections. After discussion, it was determined to keep Mrs. Sybil Brumley as President and Mrs. Sandra Costello as Vice President. Mrs. Betty Ward made a motion to accept current officers as stated seconded by Mrs. Fran Shopher. Motion passed unanimously. Mrs. Franklin also stated a request for reappointment had been made to the Police Jury for current board members to be reappointed with the exception of Mrs. Dianne McPherson. Mrs. McPherson requested she be removed from the board due to personal reasons and not being able to fulfill her duties any longer. Request was accepted. A new member will be appointed in Mrs. McPherson's position for 2024.

Next meeting will be February 12, 2024. Mrs. Fran Shopher made a motion seconded by Mrs. Betty Ward to adjourn meeting. Motion passed unanimously. Meeting adjourned at 5:07 p.m.

Respectfully submitted,
Jan Franklin, Secretary