

Minutes

West Carroll Parish Library Board of Control Meeting

December 19, 2022

The West Carroll Parish Library Board of Control meeting was held on December 19, 2022, at the West Carroll Parish Library. The meeting was called to order by Mrs. Betty Ward at 3:34 p.m. Mrs. Sybil Brumley gave the invocation. Those present for the meeting were Sybil Brumley, Sandra Costello, Betty Ward, Fran Shopher, Bill Ellerbe and Jan Franklin. Minutes of last meeting were read with a motion made by Mrs. Fran Shopher to accept the minutes of the September 19, 2022 meeting seconded by Mrs. Sybil Brumley. The motion passed unanimously.

Mrs. Franklin gave a report on circulation of library materials for months September 19, 2022 through December 19, 2022. Mrs. Franklin gave a report on the finances of the library.

Mrs. Franklin reported the annual Trick-O-Treat at the Library was held October 31st and Santa's visit had to be cancelled due to sickness and weather. Mrs. Franklin stated something new to the library this year is a "Socks for Seniors" drive benefitting the two local nursing home residents. Socks are being collected by staff members to be given out to the residents in time for Christmas.

In new business, Mrs. Franklin stated it was time for the 2022 audit engagement approval to be provided by Bosch & Statham CPA's. Mrs. Fran Shopher made a motion to approve the 2022 audit engagement seconded by Mrs. Sybil Brumley. Motion passed unanimously.

Mrs. Franklin presented members with the proposed 2023 meeting, holiday and payroll dates. After discussion, Mrs. Sybil Brumley made a motion seconded by Mrs. Fran Shopher to accept all proposed dates as presented. Motion passed unanimously.

Mrs. Franklin stated Mrs. Payne will be promoted to full time status with benefits effective January 1, 2023. Mrs. Franklin requested a change in policy regarding a new full time employee insurance fee to be changed to read, "All new full time staff members insurance fee will be paid in full by the library" instead of the percentage by an employee currently in place. Mrs. Sybil Brumley made a motion seconded by Mrs. Fran Shopher to accept the policy change to all new full time employees eligible for insurance.

Mrs. Franklin proposed a 3% COL increase to all current staff members effective January 1, 2023. During discussion, Mrs. Sybil Brumley proposed an additional amount be added to each employee's pay along with the 3% increase. After discussion, an additional dollar per hour was agreed upon by all members to be added to each employee's pay beginning January 1, 2023. Mrs. Sybil Brumley made a motion seconded by Mrs. Fran Shopher to accept an additional dollar per hour as well as the 3% COL increase be added to all employees' pay effective January 1, 2023. Motion passed unanimously.

Mrs. Franklin presented the 2022 amended budget, as well as, the 2023 proposed budget. Mrs. Franklin discussed all changes with members. After discussion of both amended and proposed budgets, Mrs. Fran Shopher made a motion seconded by Mrs. Sybil Brumley to accept the 2022 amended budget. Motion passed unanimously. Mrs. Fran Shopher made a motion seconded by Mrs. Sybil Brumley to accept the 2023 proposed budget. Motion passed unanimously.

Mrs. Franklin stated it was time for the 2023 officer elections. At the request of Mrs. Betty Ward that she be removed from the President's position, a nomination for a new President was proposed. Mrs. Sybil Brumley was nominated to be President and Mrs. Sandra Costello to remain as Vice President. Mrs. Fran Shopher made a motion seconded by Mrs. Sybil Brumley to accept Mrs. Brumley and Mrs. Costello as the new officers effective January 1, 2023.

Before meeting adjourned, Mr. Bill Ellerbe asked about the current rate to the construction CD being held at Currency Bank. Mr. Ellerbe informed of new rates that were being advertised and that the board may want to look into changing the current CD to obtain a better rate. After discussion, Mrs. Sybil Brumley made a motion seconded by Mrs. Fran Shopher to have the CD rates checked and agree to be moved if so needed in order to obtain a better rate. Motion passed unanimously.

Next meeting will be February 13, 2023. Mrs. Fran Shopher made a motion seconded by Mrs. Sybil Brumley to adjourn meeting. Motion passed unanimously. Meeting adjourned at 4:52 p.m.

Respectfully submitted,
Jan Franklin, Secretary