

NATCHITOCHE PARISH LIBRARY
BOARD OF CONTROL
MEETING MINUTES
March 9, 2020

Board Members Present: Mr. Thomas Roque, Rev. Dr. Frank Fuller, Mrs. Gloria Davis, Mr. Tracy Brown, Mrs. Karen Terrell, Mrs. Linda Jenkins, and Librarian Jessica McGrath

Board Members Absent: Mrs. Juliette Moffett

Guests: Alan Niette, Martha Uchino, March Richard, Stanford Medlock, Vallery Washington, George Minturn, and Michaela Sampite

Board President Mr. Roque called meeting to order at 6:00pm.

Invocation was said by Rev. Dr. Frank Fuller.

Agenda

President Roque advised the next order of business was to amend the agenda to add the following item:
New Business

- e. Board to discuss and determine how to move forward with the purchase of land for a Western Branch.
- f. Board to consider approving updated costs for the Northeast Branch Meeting Room project.

Motion to approve the amended agenda made by Rev. Dr. Fuller. Mrs. Terrell seconded. Motion carried.

Public Comments

None

Northeast Branch Meeting Room Update

George Minturn, architect for the Northeast Branch Meeting Room Project presented an update, noting that the official bid opening occurred with all bids coming in over budget. The lowest bidder, chosen by the Executive Committee as the one the library would use, was DSW Construction out of Many, LA. Negotiations have and continue to take place to reduce the costs.

Minutes

Minutes of the December 9, 2019, Library Board of Control meeting were presented.

Motion to approve the December 9, 2019, Library Board of Control Minutes as presented was made by Rev. Dr. Fuller. Mrs. Terrell seconded. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

Policy Changes

Additions/changes to the following was presented and discussed:

- 1. Personnel – job classifications;
- 2. Lending policy.

Motion to approve additions/changes to policies as presented was made by Rev. Dr. Fuller. Mrs. Jenkins seconded. Motion carried.

Conference Travel

Association for Rural and Small Libraries – Director Jessica McGrath

Motion to approve Director Jessica McGrath’s travel request to 2020 ARSL in Wichita, Kansas, was made by Mrs. Jenkins. Rev. Dr. Fuller seconded. Motion Carried.

Northeast Branch

Motion was made by Mr. Brown to close the Northeast Branch on the Saturday of the “Smokin on the Red” Festival in October. Mrs. Terrell seconded. Motion carried.

Surplus Items

Motion to declare 330 square feet of copper coping, 2,650 square feet of copper roofing panels, and 2,660 (Dec. 2019 – Feb. 2020) items from the collection (books, audios, etc.) as surplus was made by Rev. Dr. Fuller. Mrs. Davis seconded. Motion carried.

Western Branch Land Purchase

A sub-committee – consisting of Mr. Roque, Mr. Brown, Mrs. McGrath, and Mrs. Washington – was appointed by President Roque for the purpose of researching options for a Western Branch. No other action was taken.

Northeast Branch Meeting Room Project, updated costs

Motion to approve the updated costs – \$230,000 – for the Northeast Branch Meeting Room Project was made by Mrs. Jenkins. Rev. Dr. Fuller seconded. Motion carried.

REPORTS

Reports for all departments were distributed and discussed.

The next Library Board of Control meeting will be held on Monday, June 8, 2020, at 6:00PM, at the Main Branch of the Natchitoches Parish Library.

With there being no other business, President Roque declared the Library Board of Control meeting adjourned at 7:35PM.