

Jackson Parish Library Board
Jonesboro, Louisiana
Regular Board Meeting Minutes – December 14, 2021

The Jackson Parish Library Board of Control met on Tuesday, December 14, 2021, at 4:30 p.m. at the Jonesboro Branch of the Jackson Parish Library for the regular monthly board meeting. The meeting was called to order by Mrs. Massey, Board President. Members present: Mrs. Cooper, Mrs. Nunn, Mrs. Standley, Mrs. Jenkins, Mrs. Crawley, and Mrs. Massey. Also present was the Library Director, Mr. Knox, and Assistant Director, Mrs. Robertson. Members absent: Mrs. Essmeier and Mr. Chatham.

Mrs. Standley led the invocation.

There being no other public comments, the Board proceeded with the proposed Agenda.

Mrs. Standley made the motion to approve the minutes for the October 25, 2021 regular board meeting. Mrs. Cooper seconded. All yes. Motion carried.

Mrs. Crawley made the motion to accept the October and November financial reports. Mrs. Jenkins seconded. All yes. Motion carried.

Mrs. Cooper made the motion to accept the October and November statistical reports. Mrs. Standley seconded. All yes. Motion carried.

Mr. Wayne Coco gave a presentation on his final report and assessment for the Jackson Parish Library System. Mrs. Massey made the motion to accept the final assessment as presented by Mr. Wayne Coco. Mrs. Crawley seconded. All yes. Motion carried.

Mrs. Cooper made the motion to adopt the updated 2021 budget adjustments and the 2022 budget as presented. Mrs. Standley seconded. All yes. Motion carried.

Mrs. Standley made the motion to authorize the Library Director to auction surplus items from the presented 2021 surplus list with the Louisiana Property Assistance Agency and scrap items that do not sell. Mrs. Cooper seconded. All yes. Motion carried.

Mrs. Crawley made the motion to confirm the hiring of Reanna Rowden part time for Circulation/Reference Assistant I contingent upon pre-employment screening and successful completion of probationary period. Mrs. Nunn seconded. All yes. Motion carried.

Mrs. Standley made the motion to adopt the updated 2021 Pay Schedule and employee levels. Mrs. Nunn seconded. All yes. Motion carried.

Mrs. Standley made the motion to adopt the proposed holiday schedule for 2022. Mrs. Cooper seconded. All yes. Motion carried.

Mrs. Massey made the motion to adopt the proposed Library Board meeting schedule for 2022. Mrs. Cooper seconded. All yes. Motion carried.

Mrs. Nunn made the motion to appoint Ann Standley as backup representative of Trailblazer to assist Judy Cooper when needed. Mrs. Jenkins seconded. All yes. Motion carried.

The Library Director let the Board know that there was an emergency preparedness exercise between library staff, the Police Jury OHSEP Director/Operations Manager, Mr. Brad Roller, and a representative from Homeland Security, Mr. Joshua Velasquez. The meeting went well and we were told that they were very impressed with how much the staff considers safety a priority for everyone who visits the library every day.

The Director reminded everyone that ethics and sexual harassment training was due by December 31.

Mrs. Cooper made the motion to adjourn the meeting. Mrs. Nunn seconded. All yes. Motion carried.

Mrs. Carol Massey, Board President

Mr. Floyd Knox, Secretary