

Jackson Parish Library Board

Jonesboro, Louisiana

Minutes—May 7, 2018

The Jackson Parish Library Board of Control Personnel Committee met on Monday, May 7, 2018 at 4:45 pm at the Main Branch of the Jackson Parish Library. The meeting was called to order by Mrs. Essmeier, Personnel Committee Chair. Members present: Mrs. Cooper, Mrs. Crawley, Mrs. Essmeier, Mrs. Ford, Mrs. Monroe, Mrs. Robinson and the Library Director, Ms. Nelson. There being no public comments, the Board proceeded with the proposed Agenda.

The Library Director informed the Board of the new Time Clock system that would be implemented by the Police Jury and other entities under them. She informed the Board that it is requested the Library adopt the same system should the Board see fit. She presented the quote for the system along with training to the Board and informed them the topic would be brought to the regularly scheduled Board Meeting on Monday, May 21 for all members to consider and vote upon then. She also informed the Board of possible future personnel policy changes the Police Jury would be voting on in the upcoming meeting on Monday, May 14 and that she would bring those decisions to the Board Meeting the following week.

The Library Director presented the Board with a list of candidates for consideration for pay increases. The Board discussed the candidates along with job descriptions. Mrs. Essmeier made a motion to go into executive session. Mrs. Monroe seconded the motion. Motion carried. Mrs. Essmeier made a motion to come out of executive session. Mrs. Cooper seconded the motion. Motion carried. Mrs. Essmeier made a motion to revisit the Job Descriptions as a whole in comparison with the newly appointed Employee Pay Schedule and to come back to the discussion on individual candidates after the Job Descriptions had been reviewed and reapproved. Mrs. Monroe seconded the motion. Motion carried. With no further comments, Mrs. Essmeier made the motion to adjourn the meeting. Mrs. Cooper seconded the motion. Motion carried.

Mrs. Carol Massey, President

Marcie Nelson, Secretary