

Jackson Parish Library Board

Personnel Committee

Jonesboro, Louisiana

Minutes—February 16, 2018

The Jackson Parish Library Board of Control Personnel Committee met on Friday, February 16, 2018 at 10:00 am at the Jackson Parish Library. The meeting was called to order by Mrs. Cooper, Committee Chair. Members present: Mrs. Cooper, Mrs. Crawley, Mrs. Essmeier, Mrs. Ford, Mrs. Massey, and the Library Director, Ms. Nelson. There being no public comments, the Board proceeded with the proposed Agenda.

The Library Director presented the Board with a proposed Pay Schedule for the Library to follow concerning Personnel. The Pay Schedule chart factors in years of Library service, years of position related service, and educational degrees and certifications. Mrs. Baker joined the meeting. The Library Director let the Board know that the chart would need to be voted on in the March 26, 2018 meeting.

The Library Director informed the Board that Evelyn Jackson's FMLA leave would end on Saturday, February 24, 2018. She requested a one-month extension for unpaid leave. Mrs. Massey made the motion to approve Evelyn Jackson for a one-month extension for unpaid leave through Monday, March 26, 2018. Mrs. Essmeier seconded the motion. Motion carried.

Mrs. Essmeier made a motion to move Joanna Gibson from part-time to full-time effective pay period starting Saturday, February 17, 2018. Mrs. Crawley seconded the motion. Motion carried.

Mrs. Massey made a motion to go into executive session. Mrs. Essmeier seconded the motion. Motion carried. Mrs. Massey made a motion to return to executive session with no action taken. Mrs. Essmeier seconded the motion. Motion carried.

With no further comments, Mrs. Massey made the motion to adjourn the meeting. Mrs. Essmeier seconded the motion. Motion carried.

Mrs. Carol Massey, President

Marcie Nelson, Secretary