

Jackson Parish Library Board

Jonesboro, Louisiana

Minutes—September 18, 2017

The Jackson Parish Library Board of Control met on Monday, September 18, 2017 at 4:30 pm at the Jackson Parish Library. The meeting was called to order by Mrs. Massey, Board President. The invocation was led by Mrs. Cooper in the preceding meeting. Members present: Mrs. Baker, Mrs. Cooper, Mrs. Crawley, Mrs. Ford, Mrs. Massey, and the Library Director, Ms. Nelson. There being no public comments, the Board proceeded with the proposed Agenda.

Mrs. Massey motioned to amend the agenda to move line item IX to line item III. Mrs. Baker seconded the motion. Motion carried. Mr. Ron Riley presented the Board with documentation detailing the possibility of additional parking next to the main branch of the Library. Mrs. Crawley motioned the Library send a formal letter to the Police Jury requesting they consider the parking lot project as proposed by Mr. Riley. Mrs. Cooper seconded the motion. Motion carried.

Mrs. Baker made a motion to approve the August 2017 minutes as presented. Mrs. Cooper seconded the motion. Motion carried. Mrs. Baker made a motion to accept the financial and statistical reports for August 2017 as presented. Mrs. Ford seconded the motion. Motion carried.

The Library Director briefed the Board on recent discussion with the Police Jury office and the auditors concerning the Library looking into a general credit card for travel purposes only. Mrs. Baker made a motion to allow the Library Director to investigate credit card options for the Library for travel purposes only, per the auditor's recommendation. Mrs. Massey seconded the motion. Motion carried.

Mrs. Baker made a motion that the Board approve the new Patron Services Policy Manual and the new Business Management Manual as formerly approved and presented by the Policy Committee. Mrs. Cooper seconded the motion. Motion carried.

The Library Director presented the board with a bid advertisement as proposed by the State Library for current surplus equipment owned by the Library. Mrs. Baker made the motion to declare the equipment as surplus and to approve the advertisement as proposed by the Library Director and the State Library. Mrs. Ford seconded the motion. Motion carried.

The Library Director presented the Board with a contract for annual advertising in the Jackson Independent. Mrs. Baker made the motion that the meeting go into executive session. Mrs. Massey seconded the motion. Motion carried. Mrs. Crawley made the motion that the meeting come out of executive session with no action taken. Mrs. Cooper seconded the motion. Motion carried. Mrs. Massey made the motion that the Board not accept the proposed contract for annual advertising in the Jackson Independent as presented and that the Library look into other methods of advertising, particularly options that could reach more people in the parish. Mrs. Baker seconded the motion. Motion carried.

The Library Director informed the Board on her current work for the following year's budget and requested a Special Meeting on Monday, October 2, 2017 at 4:30 pm to go over the proposed budget for 2018 along with any amendments that are proposed for the current 2017 budget. Mrs. Baker made the motion to accept the Library Director's request and set the meeting date. Mrs. Crawley seconded the motion. Motion carried.

The Library Director updated the Board on the upcoming Annual Trailblazer Trustee Meeting to be held on Friday, September 22, 2017 at 9:30 am at the ULM Library.

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

Mrs. Carol Massey, President

Marcie Nelson, Secretary