

Jackson Parish Library Board

Jonesboro, Louisiana

Minutes—May 15, 2017

The Jackson Parish Library Board of Control met in on Monday, May 15, 2017 at 4:30 pm at the Jackson Parish Library. The meeting was called to order by Mrs. Massey, Board President. Members present: Mrs. Baker, Mrs. Cooper, Mrs. Crawley, Mrs. Essmeier, Mrs. Faucheux, Mrs. Ford, Mrs. Monroe, and the Library Director, Ms. Nelson. There were no members absent. There being no public comments, the Board proceeded with the proposed Agenda.

Mrs. Baker motioned to approve the April Regular Meeting minutes. Mrs. Essmeier seconded the motion. Motion carried. Mrs. Cooper motioned to approve the financial reports and statistical data from April 2017. Mrs. Crawley seconded the motion. Motion carried.

The Library Director briefed the Board about the upcoming Summer Reading Program. The Library Director updated the Board on the new electronic register for the summer program and presented each member with a summer program brochure.

Mrs. Baker made a motion to permanently eliminate the annual educational outreach program and by extension the position of educational program coordinator. Mrs. Essmeier seconded the motion. Motion carried.

The Library Director briefed the Board on the progress with the Media Box and the parent company the machine was purchased from. With the current machine needing both software and mechanical updates the Board decided that the financial responsibility for maintaining the equipment outweighed the need for its service. Mrs. Monroe made a motion to approve allowing the Library Director to advertise a public invitation to bid on the machine as is with a minimum bid allowance. Mrs. Cooper seconded the motion.

Mrs. Baker made a motion to table agenda item IX and revisit the discussion of adjusting the Board Meeting schedule at a later date. Mrs. Faucheux seconded the motion. Motion carried.

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

Mrs. Carol Massey, President

Marcie Nelson, Secretary

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Personnel Committee Minutes—May 15, 2017

The Jackson Parish Library Board of Control met in on Monday, May 15, 2017 at 4:00 pm at the Jackson Parish Library. The meeting was called to order by Mrs. Cooper, Personnel Committee Chair. Members present: Mrs. Baker, Mrs. Cooper, Mrs. Crawley, Mrs. Essmeier, Mrs. Fauchaux, Mrs. Massey, Mrs. Ford, and the Library Director, Ms. Nelson. Mrs. Monroe was absent. Mrs. Massey led the invocation. There being no public comments, the Board proceeded with the proposed Agenda.

Mrs. Cooper opened the floor for discussion of the updated Personnel Meeting presented by the Library Director to the Board. Mrs. Baker motioned to approve the new Personnel Policy Manual with the following amendment on page 13 after the last sentence of the second to last paragraph: "In the event of special business meetings or conferences, the Library Director is expected to wear professional business attire." Mrs. Essmeier seconded the motion. Motion carried.

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

Mrs. Carol Massey, President

Marcie Nelson, Secretary

Jackson Parish Library Board

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Bylaws and Policies Committee Minutes—May 15, 2017

The Jackson Parish Library Board of Control met in on Monday, May 15, 2017 at 4:15 pm at the Jackson Parish Library. The meeting was called to order by Mrs. Cooper, Bylaws and Policies Committee Chair. Members present: Mrs. Baker, Mrs. Cooper, Mrs. Crawley, Mrs. Essmeier, Mrs. Fauchaux, Mrs. Ford, Mrs. Massey, Mrs. Monroe and the Library Director, Ms. Nelson. There were no members absent. There being no public comments, the Board proceeded with the proposed Agenda.

Mrs. Baker opened the floor for discussion of the updated Personnel Meeting presented by the Library Director to the Board in the previous Personnel Meeting. The Library Director explained the voted on amendment to the new Personnel Policy Manual from the previous meeting to the new members at the current meeting. Mrs. Massey moved to approve the new amended Personnel Policy Manual. Mrs. Crawley seconded the motion. Motion carried.

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

Mrs. Carol Massey, President

Marcie Nelson, Secretary