

Jackson Parish Library Board

Jonesboro, Louisiana

Minutes—January 25, 2016

The Jackson Parish Library Board of Control met in on Monday, January 25, 2016 at 4:30 pm at the Jackson Parish Library. The meeting was called to order and roll call was performed by Mrs. Massey, Board President. Members present at the time of roll call were: Mrs. Baker, Mrs. Essmeier, Mrs. Fauchaux, Mrs. Ford, Mrs. Massey, and Mrs. Rushing. Mrs. Cartwright and Mrs. McGee were absent. Mrs. Massey welcomed everyone and the invocation was given by Mrs. Massey.

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

Mrs. Massey made a motion to vote for the new Board President. Mrs. Rushing nominated Mrs. Massey to serve another year as the Board President. Mrs. Baker second the motion. No other nominations were made. Mrs. Rushing moved to close nominations for Board President. Mrs. Baker seconded the motion. Motion carried. Mrs. Massey was appointed at the Board President for another term.

Mrs. Massey made a motion to vote for the new Vice President. Mrs. Rusting nominated Mrs. Baker. Mrs. Essmeier seconded the motion. No other nominations were made. Mrs. Massey motioned that the nominations for Vice President cease. Mrs. Rushing seconded the motion. Motion carried. Mrs. Baker was appointed as the Vice President of the Board.

The Library Director was appointed the position as Secretary to the Board.

Mrs. Massey made a motion to vote for the Treasurer. Mrs. Rushing nominated Mrs. Essmeier. Mrs. Baker seconded the motion. No other nominations were made. Mrs. Rushing motioned that the nominations cease. Mrs. Baker seconded the motion. Motion carried. Mrs. Essmeier was appointed as the Treasurer.

Mrs. Massey made a motion to vote for the Trail Blazer Representative. Mrs. Rushing nominated Mrs. Baker and Mrs. Essmeier seconded the motion. No other nominations were made. Mrs. Massey moved to cease the nominations. Motion carried. Mrs. Baker was appointed as the Trail Blazer Representative.

Mrs. Essmeier made a motion to approve the minutes of the last meeting in December 2015. Mrs. Baker seconded the motion. Motion carried. Mrs. Rusting made a motion to approve the Financial and Statistical Data Report for December 2016. Mrs. Essmeier seconded the motion. Motion carried.

The Librarian opened discussion concerning Board membership in the Louisiana Library Association. Mrs. Massey made a motion that the Library discontinue paying membership in Louisiana Library Association each year for the Board members. Mrs. Rushing seconded the motion. Motion carried.

The Librarian updated the Board on the 2016 Public Library Association Conference. The Board was presented with an agenda for the two staff members requesting to attend the conference with the Director. Mrs. Rushing made a motion to approve attendance of all three persons at the Public Library Association Conference. Mrs. Essmeier seconded the motion. Motion carried.

The Librarian briefed the Board on the plans to update the library website. The Librarian also introduced the new program schedule for both branches to the Board. The Librarian also discussed the new social

media management plan for the library's social media accounts. The matter of new uniforms and a uniform schedule for employee was addressed by the Librarian.

The Librarian requested that the Library post an advertisement in various newspapers for the position of Business Manager. The proposed written advertisement was presented to the Board. Mrs. Essmeier motioned to advertise for the position of Business Manager. Mrs. Baker seconded this motion. Motion carried.

Mrs. Massey made a motion that the Board go into executive session. Mrs. Baker seconded the motion. Motion Carried. Mrs. Massey moved that the Board go back into active session with no action taken. Mrs. Rushing seconded the motion. Motion carried.

Mrs. Essmeier made the motion for a salary adjustment for library employee, Angela Holder. The motion was second by Mrs. Massey. Motion carried.

Mrs. Essmeier made the motion to extend the salary adjustment for Gail Faircloth and Velma Blankenship. Mrs. Rushing seconded the motion. Motion carried. Mrs. Essmeier made the motion to amend the previous motion to include a time period of two months. Mrs. Rushing seconded the motion. Motion carried.

Mrs. Rushing made the motion to move the Board Meetings from 4:00 pm to 4:30 pm. Mrs. Baker seconded the motion. Motion carried.

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

Mrs. Carol Massey, President

Marcie Nelson, Secretary