

## **JACKSON PARISH LIBRARY BOARD**

### **JONESBORO, LOUISIANA**

#### **MINUTES – June 23, 2014**

The regular meeting of the Jackson Parish Library Board was held on Monday, June 23, 2014, at 4:00 p.m. at the Jackson Parish Library with the following members present: Mrs. Baker, Mrs. Crawley, Mrs. Ford, Mrs. Massey, Mrs. Rushing and Mr. Culpepper. Mrs. Essmeier and Mrs. Ezell were absent. Mrs. Gates and Mrs. Faircloth were also in attendance.

The meeting was called to order at 4:00 p.m. by Mrs. Massey. Mr. Culpepper gave the invocation. Mrs. Massey welcomed everyone to the meeting. There were no public comments.

Motion Mrs. Crawley, second Mrs. Rushing to amend the agenda to include Item V.A. – Drainage at Jonesboro and Item V.B. Lawn Care. Motion approved unanimously.

Motion Mrs. Rushing, second Mrs. Crawley to approve the minutes of May 19, 2014, as presented with the correction that the minutes include Mrs. Massey's question regarding the library's stored furniture and its proposed use or disposal and Mrs. Gates response that the furniture would be used in Chatham as needed and the obsolete furniture would be disposed of by public sale or donated to other public entities. Motion carried.

Mrs. Gates stated that her reimbursement was for flight tickets for the ARSL conference in addition to other reimbursements. Mrs. Massey discussed her suggestion that the library consider other lawn care options as the current vendor was not local. Mrs. Gates stated that she had previously prepared an RFP for lawn care and was simply holding it until the Chatham branch was closer to completion as she believed the library would get a better deal if the two locations were quoted together. After discussion, Mr. Culpepper agreed to check into whether the jury crew could provide lawn care for the library. If not, Mrs. Gates would move forward with getting quotes from other local vendors for the lawn care services. Mrs. Gates stated that Zinio is back, but due to rising costs, the selection list is smaller. She also highlighted new services in the process including World Book and Hoopla. Motion Mrs. Crawley, second Mrs. Rushing to approve the financial and statistical reports as presented. Motion carried.

Under strategic plan, Mrs. Gates advised that construction is moving along and work continuing inside. The state contract carpet is set to be delivered soon, the ceiling installation is expected to begin within ten days and painting to start shortly. Mr. Culpepper asked about clarification regarding contract ordering by Dewberry for furniture as it was his understanding that it had not been completed yet. Mrs. Gates did not have an update on the issue, but agreed to check with Dewberry to see when the furniture will be ordered. Mrs. Massey then discussed a drainage issue near the library in Jonesboro. Mr. Culpepper stated that he would have Mr. Riley check on the issue and determine responsibility. Under lawn care, although the matter had been discussed during the financial report, all present also discussed possible local contractors to contact if the jury crew could not maintain lawn care for the library and its branch.

Motion Mrs. Crawley, second Mrs. Baker to enter executive session to discuss insurance, employee hours and potential employment. Motion carried unanimously. Motion Mr. Culpepper, second Mrs. Rushing to exit executive session. Motion carried unanimously.

Motion Mr. Culpepper, second Mrs. Rushing to keep insurance benefits as is with a note that the four percent cost of living adjustment was meant to help offset the cost for those losing insurance benefits. Motion carried with the following vote: Ayes: Baker, Ford, Massey, Rushing, Culpepper; Nays: Crawley; Absent: Essmeier, Ezell.

Mrs. Gates reviewed the special funds expenditures for bookmobile carpet which was previously approved by the Board and the purchase of art in memory of long-time library volunteer, Sarah Maxwell, which purchase came from donations in Sarah's memory and other non-designated donation funds.

Under announcements, Mrs. Gates announced upcoming programs including Mad Science on June 26<sup>th</sup>, Rob Rue on July 10<sup>th</sup> and Hampstead Stage on July 17<sup>th</sup>. The next meeting date is scheduled for Monday, July 21, 2014, at 4 p.m.

There being no further business, motion Mrs. Baker, second Mrs. Crawley to adjourn. Motion carried. The meeting was adjourned at 5:27 p.m.

Mrs. Carol Massey, President

Mrs. Crystal Gates, Secretary