

JACKSON PARISH LIBRARY BOARD
JONESBORO, LOUISIANA
MINUTES – May 6, 2013

The regular meeting of the Jackson Parish Library Board was held on Monday, May 6, 2013, at 11:00 a.m. at the Jackson Parish Library with the following members present: Mrs. Sylvia Baker, Mrs. Carolyn Crawley, Mrs. Sherri Ezell, Mrs. Dean Rushing and Mr. Todd Culpepper. Mrs. Faircloth, Mrs. Gates, Mr. Riley and Mr. James were also present.

The meeting was called to order at 11:10 a.m. by Mrs. Sherri Ezell. Mrs. Crawley gave the invocation. Mrs. Ezell welcomed everyone to the meeting.

Motion Mrs. Rushing, second Mrs. Crawley to approve the minutes of April 15, 2013, as written. Motion carried.

There were no financial reports to review. Mrs. Gates advised that the e-music and e-magazine stats will be included on the next statistical reports as those services were initiated during April of 2013. Mrs. Ezell noted that statistics continue to increase as library usage increases. She commended the staff for a job well done in providing programs and events for so many segments of the population and offering such a wide variety of events. Motion Mrs. Crawley, second Mrs. Rushing to approve the statistical reports of January, February and March of 2013. Motion carried.

Mrs. Gates then connected a video conference with Ms. Sturdivant for the meeting. Mrs. Sturdivant then reviewed the current plans for furniture and fixtures for the Chatham Branch which total came under the \$90,000 budget set by the Police Jury. Mrs. Sturdivant provided a review of the individual selections as requested. All then discussed the types of furniture design and where the cuts were made. Ms. Sturdivant and Mrs. Gates also reviewed which items were available on state contract and would be available for purchase at a later date according to usage and need. Mrs. Gates explained that it was quite difficult to determine which were the best areas to cut and not drastically impact service to the users. Mr. Culpepper raised concerns regarding the cost of meeting room tables and chairs, various seating options and the circulation desk. Several board members also requested cut copies of the furniture and fixtures currently being considered. Mrs. Sturdivant advised that she could send those copies via email. Mrs. Gates requested the copies be sent to her as well so that they could be provided to all board members. Mrs. Gates also advised that in reviewing the library inventory list over the last several years she noted that the meeting room chairs originally purchased in 1972, which were replaced during the recent remodel, had an initial price of \$78 and that the current meeting rooms chairs chosen for Chatham are approximately \$96 each on state contract. She also noted that the library shelving originally purchased between 1970 and 1972 is still being used in the library. She noted that the up-front cost might seem high, but that the quality and durability is clear. The Board agreed to review copies of the furniture and fixtures choices and budget prior to any action being taken at the next board meeting. Mr. Culpepper left the meeting at 11:50 a.m. Mr. Riley and Mr. James then asked for clarification regarding any changes needed to wiring plans based on the reductions in furniture and fixtures. Ms. Sturdivant advised that she could not recommend any changes until after board action on the reduced furniture plan. However, if the plan was approved, the only needed change would be to move the outlet at one end of the computer station two spaces so power would be available for any additional units in the future. Mr. Riley and Mr. James also discussed the bidding process and the method they typically use when choosing building materials and colors. All agreed that some of the equitable products chosen did not match all other product choices. Prior to any bidding, Mr. Riley would like an opinion regarding the

selection of materials method typically used by Dewberry and all present would like a review of the equitable selections regarding both matching and pricing. Mr. Riley and Mr. James then left the meeting at 11:58 a.m.

Mrs. Gates advised that no action was needed for the Jonesboro strategic plan and that she was simply going to ask Mr. Culpepper for an update regarding the library's purchase of the adjacent property. Under announcements, Mrs. Gates advised that the Spring Admin Conference hosted by the State Library of Louisiana was beneficial. Significant updates were provided, including the pending subscription cancellation of two databases previously provided through the BTOP grant, those two databases being Career Cruising and Teen Health & Wellness. Both vendors agreed to contact patrons to inform them of the cancellation and provide those patrons with time to retrieve any saved information on their database prior to its cancellation. In addition, State Aid to Public Libraries is still set at zero and there are no expectations that the funding will be restored in the coming legislative session. Mrs. Gates reviewed Summer Reading Program highlights, including the kickoff to be held at the JHHS auditorium featuring Todd Martin. Summer Reading Program brochures were included in each member's folder. Mrs. Gates then reminded members to complete the ethics training if they had not already done so. The next regular meeting date is scheduled for June 17, 2013, at 11:00 a.m.

There being no further business, motion Mrs. Baker, second Mrs. Rushing to adjourn. Motion carried. The meeting was adjourned at 12:47 p.m.

Mrs. Sherri Ezell, President

Mrs. Crystal Gates, Secretary