

St. John the Baptist Parish Library

Minutes of the Call Meeting

Of the

Board of Control

Monday, January 9, 2017

6:00 pm

Central Branch Library Meeting Room

Present: Virgie Johnson, Norris Millet, Sr., Dardnella Clark, Lisa T. Wilder, Melynie Wright.
Brannetter James

Attorney: Henri Dufresne, Esq., Legal Representative was present.

Mrs. Johnson called the meeting to order at 6:01 pm and asked for a moment of silence and then the Roll Call. A quorum was called by Ms. Trina Smith as all board members were present during the Roll Call. The motion was made by Mr. Millet, Sr., and seconded by Ms. Clark. Motion passed. The attorney who is assigned to the library from the District Attorney's Office is Henri Dufresne, Esq.

Yeas__6__ Nays__0__ Abstain__0__

Mrs. Johnson called for the approval of minutes from the December 5, 2016 board meeting with a correction to the members who were absent from that meeting and their right to vote. Attorney Dufresne interjected with a correction of those members who were absent from the previous meeting, do not have the right to make motions, nor to vote. All members voted. Motion was made by Ms. Wright, and seconded by Mrs. Brannetter James. Motion passed and the roll was called by Ms. Smith.

Yeas__6__ Nays__0__ Abstain__0__

The next item on the agenda, which was announced by Mrs. Johnson, were the Public Comments. Our Library Technical Assistant II, Holly Sparks, addressed the board in regards to being the only library employee who has been off the pay scale for 11 years, in which she has never had any disciplinary actions brought against her throughout her 30 years of working with the library. Mrs. Wilder stated that this issue was well expressed by Ms. Smith at the December 5 meeting. Mrs. Johnson stated the Public Comment portion of the meeting was closed.

The next item on the agenda was the Director's Report that was read by Ms. Smith. She informed the board the library's goals for 2017, which includes policy adjustments, developing more community partnerships, the completion of the expansion at the West Branch Library, enhancing the collection, changing our automated cataloging system, and adding more programming for adults. Mrs. Johnson and Ms. Clark concluded that they were pleased about the director informing the board on the goals and potential partnerships of the library.

Mrs. Johnson moved on to the Unfinished Business portion of the meeting. No topic was discussed under this section. Attorney Dufresne explained the issue of having the next portion, the Executive Session, included on the agenda, in which the subject of Off-the-Pay-Scale employees should be discussed during the open session of the meeting. Ms. Sparks is the employee who spoke on her own behalf as being the employee who has been "off-scale" for 11 years. Mrs. Wilder asked for clarification on adjusting the scale, which was done by Ms. Smith. Mrs. Wilder also suggested that the pay scale be adjusted so that the board will not have to address employees being off scale on an annual basis. Mrs. Wilder made a motion to increase the salary of Ms. Sparks for the Performance Evaluation increase to 2%, and seconded by Ms. Wright. All voted yes, in which the motion passed and the roll was called by Ms. Smith.

Yeas 6 Nays 0 Abstain 0

The section for New Business was called by Mrs. Johnson for the election of new officers for 2017. The floor was opened for the nomination of board president, in which Ms. Wilder nominated Mrs. Johnson. No one opposed. Nomination was closed by Mrs. Johnson and the roll was called by Ms. Smith. Mrs. Johnson opened the floor for the nomination of vice-president, in which Ms. Clark nominated Mrs. Wilder for the position. She respectfully declined. Ms. Wilder nominated Mrs. James. No one opposed. Nomination was closed by Mrs. Johnson, and the roll was called by Ms. Smith. Mrs. Johnson opened the floor for the position of treasurer, which Mr. Millet nominated Ms. Clark. No one opposed. Nomination was closed by Ms. Johnson, and the roll was called by Ms. Smith. Mrs. Wilder made a motion that the nominees will continue their positions for the remainder of the year, and Mr. Millet seconded it. The motion passed and roll was called by Ms. Smith.

Yeas 6 Nays 0 Abstain 0

The cost-of-living increase was the next item on the agenda where the director, Ms. Smith, explained that the 2% increase was included in the budget for all library employees. Mrs. Wilder made a motion for the board to approve the increase, which was seconded by Ms. Wright. Motion passed and the roll was called by Ms. Smith.


Yeas 6 Nays 0 Abstain 0

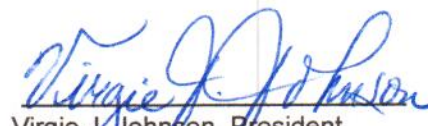
The next item was for the Change Order for the West Branch Expansion Project. Ms. Smith explained to the board that the contractor, M&H Builders, Inc., would like an additional 14-days to pressure wash, repair and paint the exterior wall on the south side of the building. The total cost is \$8,683 because it was not included within the scope of the initial plans. Ms. Wright made a motion for the approval of the amount of \$8,683 towards the repairs and painting of the exterior walls of the West Branch Library. Motion was seconded by Ms. Wilder. Motion passed and the roll was called by Ms. Smith.

Yeas 6 Nays 0 Abstain 0

A motion was made by Mrs. Wilder for meeting to be adjourned, and was seconded by Ms. Wright. Motion passed and the roll was called by Ms. Smith. Meeting was adjourned by Mrs. Johnson at 6:50 pm.

Yeas 6 Nays 0 Abstain 0


Trina C. Smith, Library Director


Virgie J. Johnson, President
Library Board of Control