

# St. John the Baptist Parish Library

## Special Call Meeting Minutes

from the

Library Board of Control

Tuesday, June 13, 2017

6:00 pm

Central Library Administrative Room

**Present:** Virgie Johnson, Norris Millet, Sr., Dardnella Clark, Leatrice Arlie,

**Absent:** Brannetter James, Lisa Tregre-Wilder

**Attorney:** Henri Dufresne, Esq., Legal Representative from the St. John the Baptist Parish District Attorney's office was present.

Mrs. Virgie Johnson called the meeting to order at 6:20 pm, and asked for a moment of silence. Roll Call was done by Library Director, Trina C. Smith, who stated that there was a quorum.

Next on the agenda were Public Comments. No comments were made. New Business was introduced to the board as the next item addressed was the Recommendation of the Acquisitions Librarian (Technical Services Supervisor). Ms. Smith explained that we interviewed two applicants for the position, as Assistant Director, Jose Ocasio was called upon to explain the selection of the recommended candidate. He explained that the candidate has had many years of archival, digital imaging, public and academic library experience along with creating an entire catalog from the ground up. She has also supervised several departments, in some cases two at the same time. The candidate also has many years of acquisitions experience in creating and working with budgets, and has written policies and procedures for collection development. With permission from Attorney, Henri Dufresne, we were allowed to announce the name of the candidate, Cynthia Dubois.

Ms. Clark questioned the selection of the candidate by stating that on her application, she has not worked in a library since 2014. She explained the differences between school and parish "public" libraries, in which each one has budgets and standards, but the goals are different. Ms. Clark clearly stated that she will not be placed in a position to where she would be questioned by a parish council member, to hire someone who has worked in a different area of librarianship, and has not met all of the qualifications. Therefore, she was not satisfied with the selected candidate. Ms. Smith explained the reasons why Ms. Dubois was selected, in which she pointed out the connections between academic and public libraries, compared to school libraries, which are also under a different type of jurisdiction and funding, are similar. Ms. Dubois had the best score of the two candidates. The other applicant did not have enough experience in working with public libraries. Ms. Johnson pointed out her supervisory experience in working with small and rural libraries. Ms. Clark asked if there was a rush to hire Ms. Dubois due to past experiences in hiring someone, possibly, too quickly. Ms. Clark also stated that we should wait two weeks longer to make sure that the selected candidate was thoroughly qualified for the job. Therefore, she would like for us to place the job announcement, again, for an even more qualified candidate for the position. Ms. Smith stated that Mr. Ocasio is currently performing the duties of two jobs, both Acquisitions Librarian and Assistant Director. Mrs. Johnson and Ms. Arlie expressed that librarians practice in various areas of librarianship where they feel they can make the biggest contribution to the field.

Discussion was closed by Mrs. Johnson for a vote on the recommended candidate for the Acquisitions Librarian position, Ms. Cynthia Dubois. Mr. Millet moved that the board accepts the recommendation, which was seconded by Ms. Arlie. Roll was called by Ms. Smith. Motion passed.

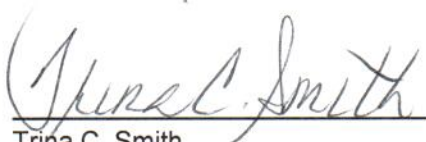
**Yeas 3            Nays 1            Abstain 0**

The next item was the Recommendation of the Children's/Outreach Librarian (Librarian I) candidate, Alicia Schwarzenbach. Mrs. Johnson stated that she had not received her packet of information in a timely manner, to thoroughly read and review the candidate's application, resume and the interviewers' score sheets. Mrs. Johnson asked that we table the recommendation until the next board meeting. Mr. Millet made a motion to table that item for the next meeting, which was seconded by Ms. Arlie. Roll was called by Ms. Smith.

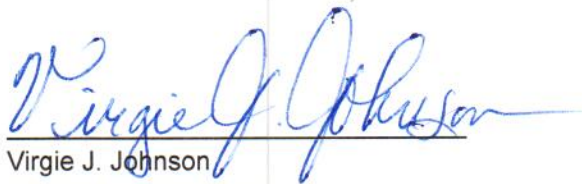
**Yeas 4            Nays 0            Abstain 0**

The next meeting will be held on Monday, July 10, 2017 at the West Branch Library in Edgard, Louisiana. Mrs. Johnson asked that the meeting be adjourned, in which a motion was made by Mr. Millet, and seconded by Ms. Clark. Motion carried.

Meeting was adjourned at 6:40 pm.



Trina C. Smith  
Library Director  
St. John the Baptist Parish Library



Virgie J. Johnson  
Library Board President  
St. John the Baptist Parish Library