

Beauregard Parish Library  
Board of Control Minutes  
August 1, 2018

The Library's Board of Control met in regular session this evening at 205 S. Washington St. in DeRidder, LA. President Angela Lannen called the meeting to order at 4:35 PM and noted that those present included Jo Blankenship, Molly Poe, Elizabeth Brasseaux, Tranquil Crosby and herself. Pat Andrews arrived late. Janet Pitre and Teddy Welch were absent.

After reviewing the minutes from the our Board's May 2 and June 14 meetings, Blankenship moved to accept the minutes as presented. Brasseaux seconded and the motions carried unanimously.

With no members of the public present to offer comment, the board continued on to review a list of surplus items. Brasseaux moved to declare the listed inventory as surplus, effective July 16, 2018. Poe seconded and the motion passed unanimously.

Director Erin Chesnutt then explained that the Library's fiscal year 2017 audit is in progress and expected to be completed this month. The Library was granted an extension by the Legislative Auditor's office to submit our completed audit by September 30, 2018. The board reviewed the completed Compliance Questionnaire and Poe moved to approve the questionnaire as presented. Crosby seconded and the motion passed unanimously.

Chesnutt then gave a brief overview of the Library's new website before moving on to provide a summary of the staff's experiences at the American Library Association's national conference in June. The staff who attended were greatly pleased and thankful to experience such a valuable professional development opportunity and came back with renewed vigor and dedication for their work.

After stating an intention to remove barriers to access to library services, Chesnutt requested that the Board consider accepting online library card applications. With some discussion, Blankenship moved to approve accepting, without proof of identity or address, online submissions of card applications for virtual library services. Brasseaux seconded and the motion passed unanimously.

The Board then reviewed several reports. In discussing the year-to-date financial statements, Chesnutt related that our auditor cautioned against accumulating excessive un-designated or unreserved funds. BPL currently holds designated funds primarily for planned Capital Expense projects such as building new branches or repairing or replacing damaged assets or buildings. Chesnutt proposed that the Board consider adding a designation for emergency operation reserves. The board will revisit this at a later date.

In discussing facilities and locations, Andrews moved to approve Dominique Naomi, PE as the civil engineer to perform the driveway permit and drainage analysis for our Wye location based upon recommendation from Albert Moliere. Brasseaux seconded and the motion passed unanimously. Chesnutt shared that the pre-bid meeting and bid opening dates for our Wye project have been delayed, respectively, to 10 AM August 21 at the DeRidder library branch and just after 2 PM on August 28 at the Police Jury office in DeRidder.

Chesnutt went on to explain that attorneys Steve Landreneau and J. Delafield are pursuing options to determine if the Police Jury, of behalf of the Library, can legally develop partnerships or other cooperative endeavors with other governmental and quasi-governmental agencies to build branch libraries on their land. Chesnutt also shared that Mr Habetz has been in contact on behalf of the Ragley

Historical Society to reiterate that they are keen to donate land for a branch in Ragley and express their support of library services in Ragley.

Chesnutt then announced upcoming events to include: 1) a staff luncheon on Aug. 16<sup>th</sup> celebrating Linda Foster, Patricia Holmes, and Sue Gill as they prepare to retire and 2) the annual Libraries Southwest Author Dinner on Oct. 16<sup>th</sup> will feature Jim Bradshaw. Promotional materials and registration forms will be sent out as soon as they become available.

Andrews moved to begin an executive session to discuss Chesnutt's annual performance review; Blankenship seconded and the motion carried unanimously. Andrews moved to return to open session; Poe seconded and the motion passed (Yea: Andrews, Brasseaux, Crosby, Lannen, Poe; No vote: Blankenship). Andrews moved to approve a 2% pay increase for Chesnutt, beginning January 1, 2019; Brasseaux seconded and the motion passed (Yea: Andrews, Brasseaux, Crosby, Lannen, Poe; No vote: Blankenship).

Brasseaux moved to adjourn the meeting; Andrews seconded and the motion passed (Yea: Andrews, Brasseaux, Crosby, Lannen, Poe; No vote: Blankenship). Lannen adjourned the meeting at 5:58 PM.

Respectfully submitted,  
Erin N Chesnutt, Secretary to the Board