

LINCOLN PARISH LIBRARY BOARD OF CONTROL

Minutes of Meeting

June 20, 2024

The Lincoln Parish Library Board of Control Meeting was called to order at 5:00pm by Chair Jan Canterbury. Board members Sandra Dupree, Bill Jones, Milton Melton, Amanda Norris, and Deborah Gilliam were present. Absent from the meeting were Richard Pyles, Eric McCulloch, and Mary Jo Cooper. Library Director Jeremy Bolom was also in attendance.

Chair Canterbury welcomed Amanda Norris as a new member to the Board.

Mr. Melton made the motion to approve the agenda as presented. Ms. Dupree seconded the motion. All yes, motion carried.

There were no public comments.

Mrs. Norris made the motion to approve the minutes for the May 16, 2024, meeting. Ms. Dupree seconded the motion. All yes. Motion carried.

Chair Canterbury called on Director Bolom to walk the board through the edits needed to the Library's Fax Policy which was adopted in May. Bolom stated that, as an Internet fax line run by an online application, faxing takes place over VOIP (voice-over-IP) lines and not a traditional line. Therefore, functionality of the fax is different, especially in terms of retries and confirmations. The edits presented reflect that. Mr. Jones made a motion to accept the edited policy as presented, and Ms. Dupree seconded. All yes. Motion carried.

Director Bolom summarized a letter he received during a visit with Bobby Conville of Raymond James & Associates, which provided explanation of the attached legacy gift of \$25,000 from Barry and Ruth Johnson. The letter asked that two relatives be acknowledged along with a letter that included the Library's plans for using the funds. Bolom presented the Board with a packet on ScreenFlex room dividers and how he anticipates they could be used by the Library within the guidelines of the legacy. During discussion, it was decided that a plaque should be added to each screen to denote how the Library was able to purchase it. Ms. Gilliam made a motion to accept Director Bolom's idea and to include a memorial plaque for each screen. Mr. Jones seconded the motion. All yes. Motion carried.

Mrs. Canterbury noted the need for the board to go into executive session to discuss personnel matters. Mr. Melton made a motion to enter the session, and Mr. Jones seconded. After a rollcall vote, the decision was unanimous. The public was asked to exit the meeting. After discussions were concluded, Mr. Melton made a motion to exit executive session, and Ms. Dupree seconded. After a rollcall vote, the decision to exit was unanimous, and the public was allowed to rejoin the meeting.

During his financial report, Director Bolom pointed out the anticipated bump in spending for programs expense due to Summer Reading programming.

He then presented the statistics for May, pointing out the addition of a new statistic for “IT Tickets” completed by GIS for the month. The current stats included all tickets for the year. He also noted that programming attendance is impressive due to the Dinosaur Experience program at summer reading kickoff.

In his report, Bolom reported a travel issue and his cancelled trip to attend the American Library Association training that he had been selected to attend “Law for Libraries.” He hopes that there will be another session so that he can still get the training. He briefly went over his work on the staff policy manual and that he aims for a Board review in August. He summarized program and outreach activities, highlighting the Kickoff and other popular programs of Summer Reading.

With no further discussions, Ms. Dupree made a motion to adjourn the meeting. Mrs. Norris seconded the motion. All yes. Motion carried. Meeting adjourned at 6:07pm.