

LINCOLN PARISH LIBRARY BOARD OF CONTROL

Minutes of Meeting

December 19, 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, Deborah Gilliam, Milton Melton, Amanda Norris, and new appointee Stephanie Smith were present. Absent from the meeting were Eric McCulloch and Richard Pyles. Library Director Jeremy Bolom was also in attendance.

Before beginning the meeting Chair Canterbury welcomed new appointee Stephanie Smith to the Board.

The invocation was given by Mr. Melton.

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

There were no public comments.

Ms. Dupree made the motion to approve the minutes for the November 21, 2024, meeting. Mrs. Norris seconded the motion. All yes. Motion carried.

Chair Canterbury called on Director Bolom to present the Library's "Holidays and Special Schedules Calendar." He related that a schedule in this format was presented in March and it should have been presented in the same format last month in lieu of the "Library Holidays and Closures" for 2025. Approving the presented schedule replaces the document that was passed last month. Nothing changed on the new document except for the document title and the addition of the beginning (day after Memorial Day) and the end (day after Labor Day) of the Library's summer hours of operation. Mrs. Norris made a motion to accept the "Library Holidays and Special Schedules Calendar" as replacement for the "Holidays and Closures" document approved last month. Ms. Dupree seconded. All yes. Motion carried.

Director Bolom continued with presentation of the proposed "Events Center Supplementary Services" and fees, noting that these services have been asked for over the last year. Having had time to review the document before the meeting, there was little discussion. Mr. Melton made a motion to accept the proposed "Events Center Supplementary Services." Mr. Jones seconded. All yes. Motion carried.

Friends of the Library Liaison Gilliam gave a summary of the FOL annual meeting, which was held on Monday, December 16, 2024 at 5:30pm, which included a review of 2024 activities and a forecast for upcoming activities.

There was no correspondence and communication.

During his financial report, Director Bolom pointed out that Events Center and Copy and Printing revenue are over budget. There were no questions about the budget.

He then presented the statistics for November. Although patron visits and physical materials circulation had a significant drop, digital resource use, reference questions, room use, and program attendance remained strong.

In his report, Bolom summarized his professional activities and projects, which included his appointment to the State Library of Louisiana's committee to update the Director's Handbook. He also stated that his 2025 goal is to complete the division of the Employee Handbook and a Policy Manual. A good majority of Library staff attended the Police Jury Christmas Party held on Tuesday, December 17, 2024 at 6pm. He was pleased with the participation in the Nutcracker Parade community art project and number of attendees at Pictures with Santa that was over 400.

With no further discussions, Ms. Dupree made a motion to adjourn the meeting. Mr. Melton seconded the motion. All yes. Motion carried. Meeting adjourned at 5:16pm.

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