

LINCOLN PARISH LIBRARY BOARD OF CONTROL

Minutes of Meeting

November 20, 2025

The Lincoln Parish Library Board of Control Meeting was called to order at 5:00pm by Chair Jan Canterbury. Board members Milton Melton, Stephanie Smith, Richard Pyles, and Sandra Dupree were present. Absent from the meeting were Deborah Gilliam, Amanda Norris, and Eric McCulloch. Library Director Jeremy Bolom was also in attendance. Bill Jones joined the meeting at 5:14pm.

The invocation was given by Mr. Melton.

Director Bolom took a few moments to introduce two staff members from two different departments to the Board.

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

There were no public comments.

Mr. Pyles made a motion to approve the minutes for the October 16, 2025, meeting. Ms. Smith seconded the motion. All yes. Motion carried.

Mrs. Canterbury called on Director Bolom to review the amended budget for 2025. With no questions, Mr. Melton made a motion to adopt the 2025 amended budget as presented. Ms. Smith seconded. All yes. Motion carried. Mr. Bolom then presented the proposed 2026 budget noting increases in salaries and wages, due to a 2.5% cost of living adjustment for all staff, which mirrors what the Police Jury did for their staff; periodicals, due to increase costs of newspaper subscriptions; and e-materials, due to continued growth in their use. He also noted that the money for Library flooring, lighting, and painting remained in the budget with a goal of completing it in the next year. With no questions, Mr. Pyles made a motion to adopt the proposed 2026 budget, and Ms. Dupree seconded. All yes. Motion carried.

Mrs. Canterbury again called on Director Bolom to review the need for a new "Unattended Vulnerable Adults Policy" for the Library. Bolom compared the policy to that of the Library's "Unattended Children Policy" and cited a recent occurrence where such a policy would have been useful for staff. He noted that several public libraries have such policies in place, using one as a model for his proposed policy for LPL. Mr. Jones made a motion to approve the implementation of the "Unattended Vulnerable Adults Policy," and Ms. Dupree seconded. All yes. Motion carried.

Events Center Committee Chair Bill Jones reported on conversations with Director Bolom concerning Events Center policy changes to make the document more welcoming and user friendly. He also commented on purchasing warmers and other equipment that would assist caterers. Bolom indicated that funds were still available in the budget for such purchases and that he would research possible items.

Friends Liaison Gilliam was not present, but Director Bolom reminded everyone that the Friends Annual Membership meeting would be held on Monday, December 8 at 5:00pm.

There was no correspondence and communication.

Director Bolom presented the month's budget report, pointing out where funds were available for purchase of catering items for the Events Center and noting that the amended budget that was accepted earlier fixes all overages and shortages shown on the monthly report.

Bolom then provided the statistics for October 2025 stating that while patron visits dropped, circulation remained steady. He reassured the board that most numbers will decrease as the holiday season gets closer. October represents the year's biggest outreach engagement with over 5800 people seen by the Library outside of the building.

In his report, Director Bolom highlighted his professional development activities, plans for 2026 Summer Reading, staff activities, programming, and outreach events, which contained very impressive numbers. He pointed out the upcoming "My Favorite Book Tree" exhibition which begins with an awards reception on Tuesday, December 2, 2025 at 6pm.

With no further discussion, Mr. Pyles made a motion to adjourn the meeting. Ms. Smith seconded the motion. All yes. Motion carried. Meeting adjourned at 5:35pm.