

LINCOLN PARISH LIBRARY BOARD OF CONTROL
Minutes of Meeting--July 16, 2026

The Lincoln Parish Library Board of Control Meeting was called to order at 4:58pm by Chair Bill Jones. Board members Amanda Norris, Sandra Dupree, Jan Canterbury, Milton Melton, Richard Pyles, and Deborah Gilliam were present. Absent from the meeting were Stephanie Smith and Eric McCulloch. Library Director Jeremy Bolom was also in attendance.

The invocation was given by Mr. Melton.

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 June 18, 2026, meeting. Mr. Melton seconded the motion. All yes. Motion carried.

Friends Liaison Gilliam informed the Board of the upcoming Friends extended book sale from Friday, July 31 to Monday, August 3, 2026. Director Bolom added that once the sale is over, the Friends will be moving all of their books to off-site storage in preparation for the upcoming renovations.

Chair Jones gave a report on the work done by the Employee Handbook committee which consists of Mrs. Norris, Director Bolom, and Chair Jones. The handbook has been updated into a shorter, concise, and logically arranged version. All that is lacking is the final hard edit. Within the next few months, the committee will review Library policies to create the accompanying Policy Manual. The committee then plans to bring both to the Board for approval at the same time.

Director Bolom reported on the final renovation meeting that was held with the architect on Monday, July 13, 2026 at 10am. Final design choices for flooring and paint were presented. Bolom provided attendees with information about shelving that cannot be moved by Library Interiors, which means that the Library would need to remove books from all wooden shelving (reference and genealogy) and ladder shelving (teens). Bolom would work with the architect's office to label affected shelves on project floor plans. Bolom also reported on a virtual meeting held July 16 at 1:15pm to finalize the lighting plan for renovation. Bolom reported that plans and lighting figures were acceptable, particularly the Chautauqua Gallery where the plan is a vast improvement to the current configuration. A pre-bid conference will be held at the Library on Wednesday, August 26 at 10am, and bids will be opened the following week on Thursday, September 3 at 2pm at the Police Jury Office.

There was no correspondence and communication.

During his financial report, Director Bolom pointed out that "Copy Machine Usage" looks on track to bring in more revenue than budgeted. He again mentioned the "Building & Grounds Maintenance" line, where continuing HVAC maintenance and the current Events Center prep kitchen floor project are being

paid from. He reminded the Board that an amendment to this line will need to occur once the bid is accepted for the renovation project.

Director Bolom then presented the statistics for June 2026. With Summer Reading in full swing, there were big gains in patron visit and physical circulations. Meeting rooms and Events Center use remain down. Programming numbers were very strong with weekly Summer Reading programs and special events and Library outreach at the Peach Festival.

In his report, Bolom mentioned his professional activities and projects, which included planning for this year's Fall into a Book Festival and Park Fest and the effects of the floors being redone in the Events Center's two prep kitchens. The full-time position in the Children's department was accepted by current Children's part-time staffer Lily Everett, so that adds a third part-time opening along with those in the Events Center and another in User and Information Services. He invited all Board members to the upcoming all-staff meeting to be held on Wednesday, August 5 at 8am where he plans to discuss upcoming renovations with staff in depth. He reported attendance numbers at several Summer Reading special events, noting that unfortunately a few have been cancelled due to the fumes related to the Events Center flooring project. He also highlighted several special events that are still forthcoming.

With no further discussions, Mrs. Norris made a motion to adjourn the meeting. Mr. Melton seconded the motion. All yes. Motion carried. Meeting adjourned at 5:37pm.