

**Pointe Coupee Parish Library  
Board of Control  
February 9, 2011**

**Call To Order**

Miss Wylene Hurst, Library Board President, called the general business meeting of the Pointe Coupee Parish Library Board of Control to order at 5:30pm.

**Roll Call**

Present: Mrs. Grace Hebert, Miss Wylene Hurst, Mrs. Mary Helen McCoy and Mrs. Lucy Boley Thompson.

Absent: Mrs. Philomena Fontenot, Mrs. Gayle Dixon, Mrs. Lauren Meadows and Police Juror Russell Young.

President Hurst welcomed new Trustee Mary Helen McCoy to the Library Board of Control. Mrs. McCoy will fill the unexpired term of Mrs. Karen McLemore.

**Approval of Agenda**

It was moved by Mrs. Hebert and seconded by Mrs. Thompson to accept the agenda as presented. Motion carried.

**Approval of Minutes**

It was moved by Mrs. Hebert and seconded by Miss Hurst to accept the minutes of the Budget Hearing held November 10, 2010 as presented. Motion carried.

It was moved by Mrs. Hebert and seconded by Miss Hurst to accept the minutes of the general Board Meeting of November 10, 2010 as presented. Motion carried.

**Librarian's Report**

It was moved by Miss Hurst and seconded by Mrs. Thompson to accept the 2010 Audit Engagement Letter as presented by Major, Morrison and David CPAs. Motion carried.

Library Director Melissa Hymel presented a review of the 2010 unaudited financial statement. A review of the current 2011 financial statement was also presented.

The 2010 Employee Attendance Report has been completed and ready for submittal for the annual audit report. All employees have utilized their allocated vacation leave for year-end 2010.

State Library of Louisiana Staff Day was held January 9, 2011. The library was not able to send staff to this training program due to limited continuing education funding.

It was moved by Mrs. Hebert and seconded by Mrs. Thompson to accept the proposed State Contract price for new computers. These computers will be purchased for Livonia, Morganza, Innis and New Roads facilities.

Finally, Mrs. Hymel reported she attended a workshop sponsored by the Legislative Auditor's office on new laws and regulations pertaining to the millage process. The meeting was held Wednesday, February 2 at the West Baton Rouge Community Center. Also attending were representatives of the Police Jury office, the Assessor's office, the Pointe Coupee Sheriff's office, the Parish School Board and the City of Livonia.

**Building Program**

The final plans for the Innis project are being submitted for official review next week. The anticipated schedule includes advertising for bids during the month of March, accepting bids for review during April and accepting bids at the May Library Board of Control business meeting. If all goes as planned, construction should begin in June.

**New Business**

The Louisiana Library Association will convene March 16-18 in Lafayette. The American Library Association will convene June 23-28 in New Orleans. All travel and continuing education funding have been severely cut from the 2011 general operating budget. However, if staff members wish to attend either of these professional continuing education programs, and they are willing to pay their own registration and travel expenses, then they will be given the time off from library duties to attend either conference – as long as their absence does not cause an undue hardship upon their individual library facility.

**Adjourn**

Being no further business to come before the Library Board, it was moved by Mrs. Boley Thompson and seconded by Mrs. Hebert to adjourn. Motion carried. The President adjourned the meeting at 6:28pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control will be Wednesday, March 9, 2011.

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Melissa Hymel, Secretary  
March 9, 2011