

**Pointe Coupee Parish Library  
Board of Control  
Budget Hearing  
November 13, 2013**

Library Board President Wylene Hurst called the Pointe Coupee Parish Library Board of Control Special Budget Hearing to order at 5:15pm.

Members present included: Mrs. Gayle Dixon, Mrs. Philomena Fontenot, Mrs. Grace Hebert, Miss Wylene Hurst, Mrs. Mary Helen McCoy, Mrs. Lucy Boley Thompson and Mr. Justin Cox.

Members absent included: Mrs. Lauren Meadows.

It was moved by Mrs. Boley and seconded by Mrs. Dixon to open the 2014 General Budget Hearing. Motion carried.

There was a discussion of the proposed 2014 General Operating Budget. Anticipated areas of increased expense involved insurance items for personnel, utilities, liability, building insurance, database subscriptions, and Innis Branch expenses.

It was moved by Mrs. Hebert and seconded by Mrs. McCoy to close the 2014 General Budget Hearing. Motion carried.

The Special Budget Hearing of the Pointe Coupee Parish Library Board of Control was closed at 5:25pm.

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Melissa K. Hymel, Secretary  
February 12, 2014

**Pointe Coupee Parish Library  
Board of Control  
November 13, 2013**

**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 5:28pm.

**Roll Call**

Members present included: Mrs. Gayle Dixon, Mrs. Grace Hebert, Miss Wylene Hurst, Mrs. Philomena Fontenot, Mrs. Mary Helen McCoy, Mrs. Lucy Boley Thompson and Mr. Justin Cox.

Members absent included: Mrs. Lauren Meadows.

**Approval of Agenda**

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

**Approval of Minutes**

It was moved by Mrs. Boley and seconded by Mrs. Fontenot to accept the minutes of September 11, 2013 as presented. Motion carried.

**Announcement**

Miss Wylene Hurst welcomed to the Library Board Mr. Justin Cox who will serve as our Police Jury Ex-Officio.

**2014 Budget**

It was moved by Mrs. Hebert and seconded by Mrs. Thompson to accept the Pointe Coupee Parish Library 2013 General Operating Budget as presented. Motion Carried.

**2013 Budget Revisions**

It was moved by Mrs. Hebert and seconded by Mrs. Dixon to accept the 2013 Budget Revisions as presented. Motion carried.

**Librarian's Report**

Mrs. Hymel, Library Director, reported on the following items:

A current Financial Report was presented for Library Board review. John Deshotels with Major, Morrison and David CPA presented a new format for any future General Budgets based upon accepted audit practices.

It was moved by Mrs. McCoy and seconded by Mrs. Fontenot to accept the new auditing required format for all future General Operating Budgets. Motion carried.

The 2013 Government Finance Officers Association meeting was held in Baton Rouge in October. Mrs. Hymel did attend and did present a statement of the need to address smaller entities in rural areas in reference to GAAP requirements.

The 2014 Library Closures bulletin was presented based upon established policy.

Included in the Library Board packets was a copy of Mrs. Hymel's recently renewed Executive Certificate from the State Library. This certificate is renewed every 5 years and is based upon completion of work experience, continuing education and professional organization involvement.

Mrs. Hymel reminded Board Trustee MaryHelen McCoy her term would expire at the end of this year. If she so desires, she will need to write a letter to the Police Jury requesting a renewal of her position.

### **2014 Board Schedule**

The 2014 Pointe Coupee Parish Library Board of Control Meeting Schedule was presented. The Library Board will meet on a quarterly basis. All meetings are to begin at 5:30pm and will be held in the small meeting room, 201 Claiborne Street, New Roads. A notice of the meeting schedule will be posted on the exterior of the main library and given to each member of the Library Board of Control.

### **Old Business**

Both the Livonia and New Roads properties were purchased at the agreed upon price.

### **New Business**

A staff meeting will be held on December 13, 2013. In order to not inconvenience the public, it was decided to close the library at 11:00am and arrange for carpet cleaning as well on this date.

### **Adjourn**

There being no further business to come before the Library Board, it was moved by Mrs. McCoy and seconded by Mrs. Hebert to adjourn. Motion carried. The President adjourned the meeting at 5:55pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control will be Wednesday, February 12, 2014.

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Melissa Hymel, Secretary  
February 12, 2014