

**Pointe Coupee Parish Library  
Board of Control  
Budget Hearing  
November 12, 2014**

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

Members absent included: Mrs. Gayle Dixon, Mrs. Philomena Fontenot, and Mrs. Lauren Meadows.

Miss Hurst opened the floor to discussion of the proposed 2015 General Operating Budget. Anticipated areas of increased expense involved insurance items for personnel, utilities, liability, building insurance, database subscriptions, and Livonia Building Project.

It was moved by Mrs. McCoy and seconded by Mrs. Hebert to close the 2015 General Budget Hearing. Motion carried.

The Special Budget Hearing of the Pointe Coupee Parish Library Board of Control was closed at 5:30pm.

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Melissa K. Hymel, Secretary  
February 11, 2015

**Pointe Coupee Parish Library  
Board of Control  
November 12, 2014**

**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 5:31pm.

**Roll Call**

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

Members absent included: Mrs. Gayle Dixon, Mrs. Philomena Fontenot, and Mrs. Lauren Meadows.

**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 Mrs. McCoy to accept the minutes of May 13, 2014 as presented. Motion carried.

**2015 Budget**

It was moved by Mrs. Hebert and seconded by Mrs. Thompson to accept the Pointe Coupee Parish Library 2015 General Operating Budget as presented. Motion Carried.

**2014 Budget Revisions**

No revisions to the 2014 General Operating Budget are necessary at this time.

**2013 Audit Report**

John Deshotels with Major, Morrison and David CPA presented the 2013 Audit Report. He noted the library operations fell within the established budgeted categories. All policies, laws and investments were handled in an efficient manner. It was an overall good audit with no significant findings.

**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 was present to assist with the new format for the General Budget based upon accepted audit practices.

The 2014 Government Finance Officers Association meeting was held in Baton Rouge in October.

The 2015 Library Closures bulletin was presented based upon established policy.

Mrs. Hymel reminded Board Trustee Grace Hebert 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.

The 2014 Fall Administrative Librarians' Conference will be held Friday, November 14, 2014. Mrs. Hymel is registered to attend.

General Announcements included an addition to the databases of Pronunciator, a foreign language tool.

It was moved by Mrs. McCoy and seconded by Mrs. Thompson to accept the Employee Policy Manual as presented. Motion carried.

### **2015 Board Schedule**

The 2015 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.

### **Correspondence**

NRG Energy presented the library with a \$1,000 check as part of their Global Giving Day. A letter from Library Board President Wylene Hurst was prepared and read thanking NRG for this and past donations to our library system. It was noted how generous NRG Energy has been to the library over the last many years, primarily giving to programs affecting our local children.

### **Executive Session**

It was moved by Mrs. Hebert and seconded by Mrs. McCoy to enter into Executive Session to discuss an employee matter. Motion carried.

It was moved by Mrs. Hebert and seconded by Mrs. Thompson to exit Executive Session. Motion carried. No further action was required.

### **New Business**

A staff meeting will be held on December 12, 2014. All library facilities will close 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 7:37pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control will be Wednesday, February 11, 2015.

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Melissa Hymel, Secretary  
February 11, 2015