

**Pointe Coupee Parish Library
Board of Control
Budget Hearing
November 9, 2016**

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: Mr. Don Ewing, Mrs. Philomena Fontenot, Mrs. Grace Hebert, Miss Wylene Hurst, and Mrs. Mary Helen McCoy.

Members absent included: Ms. Lucy Boley and Mrs. Gayle Dixon.

Miss Hurst opened the floor to discussion of the proposed 2017 General Operating Budget. Anticipated areas of increased expense involved insurance items for personnel, utilities, liability, building insurance, database subscriptions, and Livonia Building Project.

Discussion of the 2016 General Operating Budget Amendment were also discussed.

It was moved by Mrs. Hebert and seconded by Mrs. Fontenot to close the 2017 General Budget Hearing. Motion carried.

The Special Budget Hearing of the Pointe Coupee Parish Library Board of Control was closed at 5:28pm.

Melissa K. Hymel, Secretary
February 8, 2017

**Pointe Coupee Parish Library
Board of Control
November 9, 2016**

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 5:40pm.

Roll Call

Members present included: Mr. Don Ewing, Mrs. Philomena Fontenot, Mrs. Grace Hebert, Miss Wylene Hurst, and Mrs. Mary Helen McCoy.

Members absent included: Ms. Lucy Boley and Mrs. Gayle Dixon.

Public Comments

None.

Approval of Agenda

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

Approval of Minutes

It was moved by Mrs. Fontenot and seconded by Mrs. McCoy to accept the minutes of August 10, 2016 as presented. Motion carried.

2016 Revised Budget

No revisions are necessary for the 2016 General Operating Budget.

2017 General Operating Budget

It was moved by Mrs. Fontenot and seconded by Mrs. Hebert to approve the Pointe Coupee Parish Library 2017 General Operating Budget 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.

It was moved by Mrs. Fontenot and seconded by Mrs. McCoy to create the Capital Projects Construction Fund with an initial balance of \$1.5 million with monies to be taken from the library's general operating fund. Motion carried.

The 2016 Government Finance Officers Association meeting was held in Baton Rouge in October.

The 2017 Library Closures bulletin was presented based upon established policy.

Mrs. Hymel reminded Board Trustees of the expiring terms at the end of this year. Discussion commenced of recent Library Board of Control training by the Legislative Auditor's Office on Ethics Laws and the State Library of Louisiana's training of Public Library Trustees.

The 2016 Fall Administrative Librarians' Conference will be held Friday, November 4, 2016. Mrs. Hymel was unable to attend due to illness.

2017 Board Schedule

The 2017 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. Meeting dates for 2017 are: February 8, May 10, August 9, and November 8. Library Board members were reminded the November meeting includes a Budget Hearing which begins at 5:15pm.

Old Business

Fiscal Emancipation was approved by the Police Jury at its September meeting. A resolution from the Police Jury secretary will be forwarded to the Library Board and our State Representative Major Thibaut.

New Business

- A. A staff meeting will be held on December 9, 2016. All library facilities will close on this date.
- B. The Meeting Room Policy was discussed based upon Trustee Workshop information.

It was moved by Mr. Ewing and seconded by Mrs. McCoy to accept the revisions to the Pointe Coupee Parish Library Meeting Room Policy. Motion carried.

Adjourn

There being no further business to come before the Library Board, it was moved by Mrs. Fontenot and seconded by Mrs. McCoy to adjourn. Motion carried. The President adjourned the meeting at 6:02pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control is scheduled for Wednesday, February 8, 2017.

Melissa Hymel, Secretary
February 8, 2017