

**Pointe Coupee Parish Library
Board of Control
November 14, 2018**

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

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

Members absent included: Mrs. Gayle Dixon and Police Juror Anthony Hurst.

Public Comments

None.

Approval of Agenda

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

Approval of Minutes

It was moved by Mr. Ewing and seconded by Mrs. Fontenot to accept the minutes of October 10, 2018 as corrected. Motion carried.

Architect Report

Mr. Brent Bueche with BBI Architectural Firm presented the final report on the New Roads Roof. He stated all punch list items had been addressed.

It was moved by Mr. Ewing and seconded by Ms. Boley to pay Terry's Roofing \$56,989.80 for 100% completion of work, less retainage of \$24,350.20 pending Clear Lien Certificate and Roof Warranty. Motion carried.

It was moved by Mrs. McCoy and seconded by Mrs. Hebert to begin the Livonia Construction Project documents as soon as the final New Roads Roof project paperwork is submitted. Motion carried.

It was moved by Miss Hurst and seconded by Mrs. Hebert authorizing Mrs. Hymel to act with full authority on behalf of the Library Board of Control in regard to the Livonia Construction Project. Motion carried.

2018 Revised Budget

It was moved by Mrs. McCoy and seconded by Mrs. Fontenot to accept the amendments to the 2018 General Operating Budget as presented. Motion carried.

It was moved by Mr. Ewing and seconded by Mrs. McCoy to transfer \$300,000.00 from the Library's General Maintenance Fund into the Capital Projects Fund. Motion carried.

2019 General Operating Budget

It was moved by Mrs. Hebert and seconded by Ms. Boley to approve the Pointe Coupee Parish Library 2019 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 Ms. Boley to authorize Mrs. Hymel to conduct online transactions on behalf of the Pointe Coupee Parish Library within established library accounts. Motion carried.

The 2018 Government Finance Officers Association meeting was held in Baton Rouge October 3-5, 2018.

Mrs. Hymel reminded Board Trustees of the expiring terms at the end of this year. Mrs. McCoy will write a letter to the Police Jury requesting her renewal on the Library Board of Control prior to the end of December.

The 2018 Fall Administrative Librarians' Conference was held Friday, November 2, 2018.

2019 Board Schedule

The 2019 Pointe Coupee Parish Library Board of Control Meeting Schedule was presented. 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 2019 are: February 13, April 10, June 12, August 14, October 9 and November 13. Library Board members were reminded the November meeting includes a Budget Hearing which begins at 5:15pm.

Old Business

Miss Hurst opened the single received bid for the 2006 Chevy Uplander VIN #1GNDV23LX6D193433.

It was moved by Mrs. Hebert and seconded by Ms. Boley to accept the bid as presented of \$505.00 from James R. Sam. Motion carried.

Mrs. Hymel will contact the successful bidder and have necessary paperwork completed.

Adjourn

There being no further business to come before the Library Board, it was moved by Mr. Ewing and seconded by Mrs. McCoy to adjourn. Motion carried. The President adjourned the meeting at 5:49pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control is scheduled for Wednesday, February 13, 2019.

Melissa Hymel, Secretary
February 13, 2019