

**Pointe Coupee Parish Library  
Board of Control  
February 13, 2019**

**Call to Order**

Wylene Hurst, Library Board President, called the general business meeting of the Pointe Coupee Parish Library Board of Control to order at 5:34pm.

**Roll Call**

Present: Ms. Lucy Boley, Ms. Philomena Fontenot, Mrs. Grace Hebert, Ms. Wylene Hurst and Mrs. MaryHelen McCoy.

Absent: Mrs. Gayle Dixon and Mr. Don Ewing (medical absence).

**Approval of Agenda**

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

**Approval of Minutes**

It was moved by Ms. Boley and seconded by Mrs. Fontenot to accept the minutes of the Budget Hearing held November 14, 2018 as presented. Motion carried.

It was moved by Ms. Boley and seconded by Mrs. McCoy to accept the minutes of the general Board Meeting of November 14, 2018 as presented. Motion carried.

**Public Comment**

No public comments.

**Librarian's Report**

Library Director Melissa Hymel presented a review of the 2018 financial statement. Due to many mid-year budget cuts, the overall budget was within its parameters. Any extra revenue was earmarked for the Capital Project Fund – Livonia Project.

The 2018 Employee Attendance Report was presented and will be forwarded to the auditor.

Proposals from two local janitorial services were received and reviewed. It was moved by Mrs. McCoy and seconded by Mrs. Fontenot to accept the proposal of B&P Janitorial on a monthly basis. Motion carried.

The Livonia Project is still in design phase. The architect will have soil borings conducted and is researching site restrictions as well as necessary permits.

State Library of Louisiana Staff Day will be held Tuesday, February 19, 2019. The library will close all facilities to allow staff participation in this training program.

The Louisiana Library Association conference will be held in Baton Rouge March 13-15, 2019.

Mrs. Hymel presented the latest 2017 State of Louisiana Statistical Report. It was noted Pointe Coupee Parish Library is listed in the top per capita rankings of at least 8 categories.

**President's Comments**

Miss Hurst thanked all Library Board members for their service and dedication to our library system.

**Adjourn**

Being no further business to come before the Library Board, it was moved by Mrs. Hebert and seconded by Ms. Boley to adjourn. Motion carried. The President adjourned the meeting at 6:40 pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control will be Wednesday, April 10, 2019.

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Melissa Hymel, Secretary  
April 10, 2019