

**Pointe Coupee Parish Library  
Board of Control  
February 12, 2020**

**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 5:44pm.

**Roll Call**

Present: Ms. Lucy Boley, Ms. Philomena Fontenot, Ms. Wylene Hurst, Mrs. MaryHelen McCoy and Mrs. Kate Roy.

Absent: Mrs. Gayle Dixon and Mrs. Grace Hebert.

President Hurst introduced the newest member to the Library Board of Control – Mrs. Kate Guillory Roy from the Batchelor area of the parish. Mrs. Roy is replacing Mr. Donald Ewing who has resigned due to medical issues.

**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 Ms. Boley and seconded by Mrs. Fontenot to accept the minutes of the Budget Hearing held November 13, 2019 as presented. Motion carried.

It was moved by Mrs. McCoy and seconded by Ms. Boley to accept the minutes of the general Board Meeting of November 13, 2019 as presented. Motion carried.

**Public Comment**

No public comments.

**Librarian's Report**

Library Director Melissa Hymel presented a review of the 2019 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 library has received a total of \$9,065.33 from the Universal Service grant. These monies will offset Internet access expenses.

The 2019 Employee Attendance Report was presented and will be forwarded to the auditor.

The Livonia project has faced numerous rain delays. A revised schedule of completion will be presented by the next Library Board meeting. Issues facing the structure were discussed and recommendations were presented to remedy the various situations.

Mrs. Hymel presented a January memo to all employees outlying the basic responsibilities and expectations of their job duties.

State Library of Louisiana Staff Day will be held Tuesday, February 11, 2020. The library closed all facilities to allow staff participation in this training program.

**President's Comments**

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

Miss Hurst offered sincerest sympathies to Mrs. Fontenot on the recent loss of her mother.

**Adjourn**

Being no further business to come before the Library Board, it was moved by Mrs. Roy and seconded by Mrs. Fontenot to adjourn. Motion carried. The President adjourned the meeting at 6:38 pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control will be Wednesday, April 8, 2020.

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Melissa Hymel, Secretary  
June 10, 2020