

**Pointe Coupee Parish Library  
Board of Control  
June 10, 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 5:32pm.

**Roll Call**

Present: Ms. Lucy Boley, Mrs. Grace Hebert, Ms. Wylene Hurst, Mrs. MaryHelen McCoy and Mrs. Kate Roy.

Absent: Mrs. Gayle Dixon and Ms. Philomena Fontenot.

**Approval of Agenda**

It was moved by Mrs. Hebert and seconded by Mrs. Roy 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 Ms. Boley and seconded by Mrs. McCoy to accept the minutes of the general Board Meeting of February 12, 2020 as presented. Motion carried.

**Public Comment**

No public comments.

**Librarian's Report**

Library Director Melissa Hymel presented a review of the 2020 financial statement with the new budget outline from the accountants. Due to many mid-year budget cuts, the overall budget was within its parameters. The COVID-19 pandemic has required unforeseen costs to make the buildings and staff ready for the general public. The library will receive a total of \$6,500 from the CARES Act. These monies will offset anticipated COVID-19 construction expenses.

The 2019 Fiscal Year Audit has been delayed due to COVID-19 closures. The auditor hopes to have the final Audit ready for the Library Board meeting in August. Besides our financial operations audit, LWCC conducted its annual audit of operations as well as Blue Cross.

COVID-19 has brought about a number of other issues. All employees were sent home when the Parish President and Governor declared the State of Emergency order on March 17, 2020. Critical staff worked from both home and in isolation at the main library to address operational needs. Accommodations to Innis and New Roads are near completion as of June 10, 2020. Once Phase II began, some employees were allowed to return to work and begin curbside service. Due to the sizes of Morganza, Rougon and

Livonia, these three locations will continue curbside only services until the pandemic is over.

Library hours have been changed at all locations. Most sites are now open only Monday thru Friday, 9:00am – 5:00pm. The New Roads library is also closed on weekends. Four probationary employees were placed on indefinite Furlough effective May 15, 2020.

In regard to the Summer Reading Program, all in-house performances have been cancelled. The majority were cancelled by the actual performances in fear of travelling. Instead of face-to-face performances, we are now going to offer virtual performances and story times via our Facebook pages and website. Ms. Happy is doing a true two book story time and conducting a Facebook Live session each week through August.

The Livonia project has faced numerous rain delays. A revised schedule of completion will be presented by the next Library Board meeting. The COVID-19 situation has effected the contractor's ability to provide labor in certain areas of the project. For a nominal fee, Library Interiors has offered to assist us with the assembly of the donated furniture pieces from the Livingston Parish Library. They will also provide any missing pieces needed for the computer stations. Issues facing the structure were discussed and recommendations were presented to remedy the various situations.

### **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 the family of Mr. Tilghman Moore. Mr. Moore served the Library Board of Control with distinction and his death will be felt by all. A book will be selected in Memory of Mr. Tilghman Moore and the family will be notified of its title.

### **Adjourn**

Being no further business to come before the Library Board, it was moved by Mrs. Hebert and seconded by Mrs. McCoy to adjourn. Motion carried. The President adjourned the meeting at 6:51 pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control will be Wednesday, August 12, 2020.

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Melissa Hymel, Secretary  
August 20, 2020