

**Pointe Coupee Parish Library
Board of Control
Budget Hearing
November 9, 2022**

Library Board President Wylene Hurst called the Pointe Coupee Parish Library Board of Control Special Budget Hearing to order at 5:00pm.

Members present included: Mrs. Philomena Fontenot, Mrs. Grace Hebert, Mrs. Mary Helen McCoy, Mrs. Kate Roy and Miss Wylene Hurst.

Members absent included: none

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

Miss Hurst opened the floor to discussion of the proposed 2022 General Operating Budget Revisions. Anticipated areas of increased expense involve insurance items for personnel, utilities, liability, building insurance, and electronic database subscriptions. Also discussed was the recent loss to the library of the barge company incomes estimated at \$243,000 and the protested taxes of CLECO estimated at maximum \$112,000.

Discussion of the 2023 General Operating Budget were discussed taking into consideration expenses related to reduction in monies due to the items mentioned above.

It was moved by Mrs. McCoy and seconded by Mrs. Hebert to close the 2023 General Budget Hearing and 2022 General Operating Budget Amendments Hearing. Motion carried.

The Special Budget Hearing of the Pointe Coupee Parish Library Board of Control was closed at 5:22pm.

Melissa K. Hymel, Secretary
February 8, 2023

**Pointe Coupee Parish Library
Board of Control
General Business Meeting
November 9, 2022**

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 5:32pm.

Roll Call

Members present included: Mrs. Philomena Fontenot, Mrs. Grace Hebert, Mrs. Mary Helen McCoy, Mrs. Kate Roy and Miss Wylene Hurst.

Members absent included: none

Public Comments

None.

Approval of Agenda

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

Approval of Minutes

It was moved by Ms. Fontenot and seconded by Mrs. McCoy to accept the minutes of October 12, 2022 as presented. Motion carried.

2022 Revised Budget

It was moved by Mrs. Hebert and seconded by Mrs. Roy to accept the revisions to the 2022 General Operating Budget as presented. Motion carried.

2023 General Operating Budget

It was moved by Ms. Fontenot and seconded by Mrs. McCoy to approve the Pointe Coupee Parish Library 2023 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.

Mrs. Hymel was able to attend the Fall Administrative Librarian's Conference which was held Friday November 4, 2022.

It was moved by Mrs. McCoy and seconded by Mrs. Roy to accept the Sexual Harassment Mandatory Annual Report as presented. Motion carried

It was moved by Mrs. Hebert and seconded by Mrs. Fontenot to accept the Code of Ethics as presented. Motion carried.

It was moved by Mrs. Roy and seconded by Mrs. Fontenot to accept the Debt Management Policy as presented. Motion carried.

It was moved by Mrs. Fontenot and seconded by Mrs. Roy to accept the Breastfeeding in Public Places mandate as presented. Motion carried.

It was moved by Mrs. McCoy and seconded by Mrs. Hebert to accept the Travel & Reimbursement Forms as presented. Motion carried.

It was moved by Mrs. Roy and seconded by Mrs. Fontenot that all programs of the Pointe Coupee Parish Library System must first be approved by the Library Director, including all advertisements and promotion of any and all library activities and programs. Such approval shall be presented in writing a minimum of two weeks prior to the start of all such activities. Motion carried.

Adjourn

There being no further business to come before the Library Board, it was moved by Mrs. McCoy and seconded by Mrs. Hebert to adjourn. Motion carried. The President adjourned the meeting at 5:51pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control is scheduled for Wednesday, February 8, 2023.

Melissa Hymel, Secretary
February 8, 2023