

**Pointe Coupee Parish Library
Board of Control
February 23, 2023**

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. (This meeting was called in place of the previously scheduled February 8, 2023 meeting that had been cancelled due to severe weather.)

Roll Call

Present: Ms. Philomena Fontenot, Ms. Wylene Hurst, Mrs. MaryHelen McCoy.
Absent: Mrs. Kate Roy and Mrs. Grace Hebert.

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 Mrs. Fontenot and seconded by Mrs. McCoy to accept the minutes of the Budget Hearing held November 9, 2022 as presented. Motion carried.

It was moved by Mrs. McCoy and seconded by Mrs. Fontenot to accept the minutes of the General Business Meeting of November 9, 2022 as presented. Motion carried.

Public Comment

No public comments.

Librarian's Report

Library Director Melissa Hymel presented a review of the 2023 financial statement.

The 2022 Employee Attendance Report was presented and will be forwarded to the auditor.

It was moved by Mrs. Fontenot and seconded by Mrs. McCoy to accept the 2022 Employee Attendance report as presented. Motion carried.

State Library of Louisiana Staff Day was held Tuesday, February 14, 2023. The library closed all facilities to allow staff participation in this training program.

The State Legislative Auditor's Office conducted an online 2-day workshop on Center for Local Government Excellence. Both Mrs. Hymel and Mrs. Tiffany Brue participated in this management program.

It was moved by Mrs. McCoy and seconded by Mrs. Fontenot to approve the 2023 Audit Engagement Letter with Ducote & Co. Motion carried.

It was necessary to upgrade the communications systems at both the New Roads and Innis facilities. Both locations were switched to VOIP systems due to fire communication link failures with ATT. The work has been completed and the systems are now in full operation.

In light of recent events between public libraries and the Attorney Generals Office in regard to policies relating to children and Internet safety concerns, the Library Board of Control reviewed its current policy. In said policy, it is the Parents responsibility to monitor a minor child's use of electronic resources. This policy is signed by both the parent and the child whenever a child is given a library card with authorization to utilize electronic resources. Further measures have also been established to make sure the parents are aware of what information their child may or may not be exposed to while utilizing electronic resources. All attempts to educate both parents and their children on Internet Safety are given at the time a child receives a library card.

Programs

A listing of upcoming programs at all facility locations was presented. This list covered the next three months of library activities.

Mardi Gras Parking

It had previously been authorized by the Library Board of Control to charge for parking during the New Roads Mardi Gras parades. This was agreed upon with the understanding that all proceeds collected would be applied towards the payment of the individuals monitoring the parking and grounds during that day and the clean-up of said grounds after all vehicles left the premise.

The discrepancies with monies collected have been addressed and dealt with accordingly. All funds have been accounted for and deposited into the proper library account.

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. McCoy and seconded by Mrs. Fontenot to adjourn. Motion carried. The President adjourned the meeting at 6:44 pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control will be Wednesday, April 12, 2023.

Melissa Hymel, Secretary
April 12, 2023