

**Pointe Coupee Parish Library
Board of Control
August 9, 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 5:32pm.

Roll Call

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

Absent: 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. Roy and seconded by Mrs. Fontenot to accept the minutes of the June 14, 2023 General Business meeting as presented. Motion carried.

Public Comment

No public comments.

Audit Report

Aloysia Ducote with Ducote Co CPA presented her findings of the 2022 General Operating Audit for the Pointe Coupee Parish Library. She stated there were no findings. The library was in very good order with no problems. The Library did suffer a loss of revenue from the recent barge companies leaving the parish but have thus far managed to adjust/reduce the budget to accommodate the loss in revenue. Overall, it was a very clean audit and management was commended for a job well done. She did make note that certain policies are now required to become part of the audit report. A list of policies was included to be addressed by the Library Board at a later date.

It was moved by Mrs. Fontenot and seconded by Mrs. Roy to accept the 2022 General Operating Audit as presented. Motion carried.

It was noted that the library had a \$53,312 change in net position for fiscal year 2022. However, with the upcoming loss of Kirby Inland Marine (\$364,093), Genesis Marine (\$54,369) and SCF Marine (\$34,685), the library stands to lose a total of \$453,147 in future revenue. That amount will be equivalent to ¼ of the library's total operating budget.

Librarian's Report

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

Mrs. Hymel presented a summary of grants received in the recent year. This included \$151,135.20 from the Universal Service Fund to pay for the cost of Internet Services for all locations.

The 2023 Summer Reading Program finished on a positive note. Both children and parents participated in story times and professional entertainment performances. Happy Garrett, the Children's Librarian, was commended for her efforts in coordinating this year's Summer Reading Program.

All employee positions are currently filled. Employees are currently taking their Ethics Training course and Sexual Harassment Training online.

Children's Internet Protection Act (CIPA)

The existing policy and requirements of the Children's Internet Protection Act were compared with the new state requirements for Children and Electronic materials. Adjustments to both will be discussed at our next meeting.

President's Comments

President Hurst reminded all Library Board members of the requirements of the State Ethics training and the Sexual Harassment Training. Certificates of Completion of both are to be submitted to Mrs. Hymel before year-end.

Adjourn

Being no further business to come before the Library Board, it was moved by Mrs. McCoy and seconded by Mrs. Roy 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, October 11, 2023.

Melissa Hymel, Secretary
October 11, 2023