

Beauregard Parish Library

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<http://library.beau.org>

February 4, 2015

The Beauregard Parish Library Board of Control met in regular session at the above address. Attending were Pat Andrews (presiding), Molly Poe, Angela Lannen, Merle Stout, Elizabeth Brasseaux, Janet Pitre, Tranquil Crosby, and Erin Chesnutt with Jo Blankenship absent. Mrs. Andrews called the meeting to order at 4:34.

After taking attendance, Angela Lannen moved to accept the minutes of the previous two meetings as presented with the exception of correcting a typographical error. Janet Pitre seconded and the motion carried.

Visitors Terry Rasberry and Kristi Broussard of Cameron Communications were introduced to the board and Erin Chesnutt read the following statement prepared by Mrs Broussard :

Terry Rasberry, Public Relations Coordinator for Cameron Communications, and Kristi Broussard, Marketing & Public Relations Manager for Cameron Communications, are pleased to be in attendance this afternoon for the announcement of Cameron Communications' donation of property to the Beauregard Parish Library.

The property is in the process of being placed in the library's name in order to construct a new office located next to Cameron Communications Central office in Sugartown. They will be working with Erin Chesnutt and the library board closely over the next several months to get this paperwork in order and this project completed. We hope to have a ribbon cutting ceremony soon in order to commemorate this donation and foster our partnerships in the community.

The board expressed their gratitude for this generous donation. Molly Poe moved to accept the donation and move forward with the legalities. Elizabeth Brasseaux seconded and the motion passed unanimously.

The board set this year's remaining quarterly meetings for the dates of May 6, August 5, and November 4 at 4:30 pm. On motion of Elizabeth Brasseaux with second by Molly Poe, Pat Andrews was appointed President and Angela Lannen, Vice President of the Board for 2015. Angela Lannen requested the Chesnutt look into offerings of Trustee training sessions from the State Library and similar resources.

The board then discussed the two proposals presented by auditors to perform the Library's audit for fiscal year 2014. After some discussion, the board decided to engage J. Aaron Cooper as the Library's auditor. Angela Lannen moved and Tranquil Crosby seconded that the director prepare the Letter of Engagement for Mr. Cooper.

Erin Chesnutt then reminded the board of their annual requirements from the Louisiana Ethics Commission. A copy of the Personal Finance Disclosure form was provided to the trustees and the annual ethics training opportunities were discussed. The board asked Chesnutt to check the Ethics

Commission's website for verification of past accordance with these requirements.

The board then reviewed several reports of the library's finances and statistical situation. Chesnutt also provided data on the cost of running the library's rural branches and the likely cost of running a bookmobile.

The board reviewed a proposal for the Final Adjustment to Report of Anticipated Revenues and Expected Expenditures for Fiscal Year 2014. Angela Lannen moved to accept the proposed adjustments; Elizabeth Brasseaux seconded and the motion carried. The final adjustments and their impact are as follows:

Final Budget FY 2014

Personal Services	\$922,739.00
Operational Services	\$168,183.00
Materials / Supplies	\$49,610.00
Lib Materials	\$220,958.00
Equipmt & Furnishings	\$139,802.00
Training, travel, Edu.	\$15,401.00
Intergovernmental	\$60,608.00
State Aid Grant	\$21,875.00
Grant Match	\$15,000.00
Bldg / Asset	
Repair/Replace	\$1,633,104.00
Hilman Fund	\$130.00
McElveen Bequest	\$100,805.00

Budget FY 2015

Personal Services	\$1,041,677.00
Operational Services	\$198,495.00
Materials / Supplies	\$32,500.00
Lib Materials	\$250,000.00
Equipmt & Furnishings	\$39,871.00
Training, travel, Edu.	\$25,000.00
Intergovernmental	\$65,000.00
State Aid Grant	\$0.00
Grant Match	\$15,000.00
Bldg / Asset Repair/Replace	\$2,106,298.00
Hilman Fund	\$130.00
McElveen Bequest	\$100,805.00