

Beauregard Parish Library
Board of Control Minutes
May 4, 2016

The Library's Board of Control met at 205 S. Washington St. on the above date at 4:30 pm. In attendance were Jo Blankenship, Tranquil Crosby, Molly Poe, Elizabeth Brasseaux, Erin Chesnutt, and Angela Lannen, presiding. Absent were Pat Andrews, Janet Pitre, Merle Stout (honorary), and Rusty Williams, ex officio. Lannen called the meeting to order at 4:35.

Having previously read the minutes from our February 2016 meeting, Jo Blankenship moved to accept the minutes as presented. Molly Poe seconded and the motion passed unanimously. With no members of the public present, the meeting progressed to the next agenda item.

After some discussion, Tranquil Crosby moved to approve the annual pay rate increase proposed. Blankenship seconded and the motion passed. The discussion led to the creation of a Payscale Evaluation Committee composed of Poe, Blankenship, Brasseaux, and Crosby. This committee will meet in early June to begin evaluation of the Library's current payscale and propose changes as it sees fit for implementation in FY 2017.

The Board then discussed items related to the Library's policies. First, Chesnutt noted allack of a maternity leave policy. After discussing several options, the Board proposed a "New Parent" leave policy that encompasses maternity, paternity, and new adoptions. This policy allows employees to utilize a maximum of his/her remaining annual, sick, and banked sick paid leave time plus unpaid leave that, collectively, meets the FMLA requirements. However, if an employee who benefits from BPL's major medical insurance takes unpaid leave time, (s)he is responsible for paying the health insurance premiums during his/her leave without pay. The Board requested that Chesnutt research the implications of this and present findings at our next meeting. The Board then revisited the dress policy trial of allowing jeans and library-related tees. Blankenship moved that, in addition to the existing dress code, employees be allowed to wear appropriate jeans and library-related tees only on Fridays and Saturday, effective January 1, 2017, and that no flip-flops are allowed on the job. Poe seconded this motion and it carried. The Board approved Chesnutt to correct any typographical errors in the current Employee Manual.

Brasseaux then moved to request the Police Jury reappoint Jo Blankenship to the Board after her term expires in June 2016. Crosby seconded and the motion carried unanimously.

The Board then reviewed several financial and statistical reports and discussed possibly relocating some funds from the NOW account into CDs or similar vehicles. After additional discussion of facilities and programming, the meeting adjourned at 5:53 on motion of Blankenship, seconded by Brasseaux.

Respectfully submitted,
Erin N Chesnutt
Secretary to the Board