

BEAUREGARD PARISH LIBRARY BOARD OF CONTROL
MINUTES

The Beauregard Parish Library Board of Control met in regularly called session on Monday, May 2, 2022 at 205 S Washington St, DeRidder, La 70634. President Lannen called the meeting to order at 4:32 and noted a quorum present consisting of Jo Blankenship, Lynne Boggs, Beth Cuevas, Kelly Bailey and herself with Molly Poe arriving late. Tranquil Crosby & Candice Hodges were absent. Director Erin Chesnutt was also present. The following business did occur:

- Blankenship moved to amend the agenda to include as section VI.I.a. Declare surplus items; and section VII.V Fields/Hyatt building insurance update. Item VII.V was included in the publicly posted agenda, but not on the agenda included in the board members' original packet. Bailey seconded and the motion carried unanimously.
- Approve minutes from Feb 2022 meeting (motion by Boggs; second by Cuevas)
- Public Participation - none present
- Chesnutt shared that the April 30th Tax Election results were 70% in favor of renewing the library's funding. Board members' Financial Disclosures are due to State Board of Ethics by May 15. Those wishing to include their disclosures in the packet from the Library must have their completed forms to Chesnutt by May 5. The Summer Reading Program with a theme of "Oceans of Possibilities" starts in June.
- Director's annual evaluation is due to Board President by July 20, 2022. The evaluation form along with supporting documents will be delivered to board members by May 31.
- Poe and Chesnutt shared that the West Central soft opening went well on April 30 with 46 patrons attending. Trustees Poe, Blankenship, Cuevas and Jurors Reeves and Meadows stopped by during the day to visit and congratulate the staff.
- Blankenship moved to approve declaring as surplus: a 600 sq ft building located at 9120 Hwy 27; 5 metal shelving units; 2 MDF bookcases; 1 MDF cupboard; various stacking and rolling chairs. Boggs seconded and the motion carried unanimously.
- Chesnutt shared that the advertisement for bids for the East Beauregard branch was delayed by a week due to an error at the newspaper. The advertisement is being printed on April 29, May 6 and May 13; a Pre-bid meeting will be held at the DeRidder branch on May 16 at 3:30 and the bid opening will take place at the Police Jury building at 3:00 on May 25.
- Julie Moncada previously submitted a written update of the 75th Anniversary committee's activities. Between February and April, BPL has had 8 anniversary tie-in activities and at least 3 more are planned in June-Aug. The Diamond Club reading challenge has over 125 participants.
- As of April 18, 50 children are participating in the 1000 Books Before Kindergarten program having already earned 177 badges and read 1,326 books since February 7. A *Spring Storytime Spectacular!* program held on April 6 celebrated National Library Week and served as a touchpoint program for the 1,000 Books challenge.
- Chesnutt shared that Candice Hodges's term as South Beauregard representative on the board expires on 6/13/22. Poe proposed requesting the Police Jury appoint Bridgett Sonnier of Ragley to the seat. Cuevas seconded and the motion passed unanimously.
- Chesnutt shared that we have the opportunity to include group coverage for both Short and Long term disability policies for qualifying staff. The board feels this is a great benefit to offer staff. Boggs moved to approve adding this coverage; Bailey seconded and the motion carried unanimously.
- Chesnutt recommended approving one day of holiday pay to recognize Juneteenth, June 19th. Boggs moved and Bailey seconded this action. The motion passed unanimously.
- Chesnutt presented the board with a draft of a policy regarding Filming & Photography in the Library and discussed the recommendations from the D.A.'s office. Blankenship moved to approve the policy including the attorney's suggestion; Cuevas seconded and the motion carried.
- Chesnutt informed the board of changes to the building insurance for the Hyatt Center and suggested the board consider alternatives for serving this population to be discussed

further at our next board meeting. Without insurance on the building, the Board feels it is too risky to have staff or the public in the facilities. Blankenship moved to close the Fields branch until the building is once again insured or a new, suitable location can be arranged. Boggs seconded and the motion carried.

- Chesnutt shared reports regarding outreach and community involvement, facilities, circulation and usage statistics, and personnel. Miscellaneous activities include our approval for E-Rate funding for 2022-2023, and await hearing results of the Parish's Hazard Mitigation funds application / our generator application. Chesnutt also shared that BPL is on track to surpass all but one of its goals for Q1-Q2 2022 and will meet the remaining goal by the end of 2022. Chesnutt also shared a YTD financial report that she noted needs to be updated and sent out again to reflect the budget changes approved at the Feb 2022 meeting.
- With no other business, Lannen adjourned the meeting at 5:45 (motion: Boggs; second: Cuevas).

Respectfully submitted,

Erin N Chesnutt
Director & Secretary to the Board