



Beauregard Parish Library
205 S. Washington Ave
DeRidder, La 70634

Board Meeting Minutes

Feb 6, 2023

The Library Board of Control met in regularly called session this evening at 205 S Washington St., DeRidder, LA 70634. President Angela Lannen called the meeting to order at 4:38 and roll call showed Lannen, Lynne Boggs, Jo Blankenship, Tranquil Crosby, Bridget Sonnier, Molly Poe, Beth Cuevas, and Kelly Bailey as present. No one was absent. Director Erin Chesnutt was also present. Although no members of the public were present to participate and with no amendment needed to the agenda, the following business did occur:

- Chesnutt shared the publication dates, pre-bid conference date, and bid opening for the East Beauregard (Wye) branch project. Questions about the project should be sent to architect David Brossett.
- Boggs moved to approve the minutes of the November 7 and December 13, 2022 meetings as presented. Blankenship seconded and the motion carried unanimously
- Chesnutt shared information on mandatory annual trainings, due dates, and how to access the training. She also provided a hardcopy of the Tier 2.1 financial disclosure form, which each board member must complete and turn in to the State Ethics Commission by May 15.
- Chesnutt outlined highlights of the proposed final amendment to the FY2022 budget. After some discussion and review, Crosby moved to approve the proposed amendments. Bailey seconded and the motion carried unanimously. The final FY 2022 amendments yield the following as the FY2022 final budget and FY2023 amended budget:

	FY 2022 Final	FY 2023 Amendments
REVENUE - Ad valorem	\$2,462,713	
Rev – State Rev Sharing	\$54,408	
Rev - Fees	\$6,389	
Rev - Fines	\$2,247	
Rev - Interest	\$23,610	
Rev – Donations, Gifts, Grants	\$944	
Carry Forward	\$4,391,071	
REVENUE Total	\$6,941,548	
EXPENSES		
Personnel Services	\$1,324,917	
Operational Services	\$236,859	
Materials / Supplies	\$56331	
Library Materials	\$210,347	
Equip & Furnishings	\$17,142	

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	FY 2022 Final	FY 2023 Amendments
Training, Travel, Edu.	\$16,884	
Intergovernmental	\$82,309	
Grant match	\$0	
Bldg. / Asset Repair / Replace	\$22,400	\$2,776,879
East Beau CapEx	\$9,909	\$571,065
South Beau CapEx	\$0	
Singer CapEx	\$187,288	
Hilman Fund	\$0	
McElveen Bequest	\$0	
75 th Anniversary	\$12,122	
Rotary Grant Expense	\$8,897	
EXPENSES Total	\$2,185,405	

- Chesnutt shared that BPSO is opening a part-time office in the 2nd building at our West Central branch in Singer through a cooperative endeavor approved by this board in 2022.
- The board discussed highlights of the 75th anniversary celebration, with commendations to the committee who worked so hard over the course of roughly 18 months. Chesnutt and Lannen noted how grateful BPL is for the support of our community and especially called out the DeRidder Study Club and its members, as well as the members of Beauregard’s Courtesy.
- Chesnutt shared highlights of her goals for the BPL system in 2023, including expanding the Library of Things, working on succession planning, and getting an East Beauregard branch up and running. She also noted that we will need a special meeting to renew the Merryville branch’s lease with the Town of Merryville before our next regularly scheduled meeting.
- Blankenship moved to approve engaging Kolder, Slaven & Co. for our FY 2022 audit and SAUP report. Cuevas seconded and the motion carried unopposed. Furthermore, Blankenship moved and Bailey seconded approving the Compliance Questionnaire. This, too, carried with no opposition.
- Chesnutt discussed proposed limitations on reference services to including but not limited to requiring pre-payment for printing and mailing documents after a set amount of pages; postage. The board raised no objections.
- Blankenship moved and Cuevas seconded to approve the new form for Patron Request for Reconsideration or Library Materials. The motion carried unanimously.
- Chesnutt then reviewed various reports including the year-to-date financials; monthly statistical and circulation reports, and an activities report to include training events, outreach and community involvement events, facilities new, and miscellaneous.

With no other business, Blankenship moved and Boggs seconded adjourning. With no objections, Lannen adjourned the meeting at 5:45.

Respectfully submitted,

Erin N Chesnutt, Secretary to the Board

