

Allen Parish Libraries

2022 October 19 Board Meeting Minutes

CALL TO ORDER AND ROLL CALL

Linda Thompson called the regular meeting of the Allen Parish Libraries Board of Control to order at 10:03 a.m. on Wednesday, October 19, 2022. Mrs. Thompson welcomed everyone. Board members present, in addition to Linda Thompson, were Fran Pestello-Jordan, Martha Rider, Sherry Germany, and Agnes Guillory, Director.

Members Not Present

Tony Hebert, ex-officio member.

The board did have a quorum.

Public Guest:

None

APPROVAL OF BOARD MINUTES

Linda Thompson called for a motion to approve the agenda.

Fran Pestello-Jordan made the motion to approve the October 19, 2022 minutes; Sherry Germany seconded the motion. The agenda was unanimously approved.

Banking Information

Danielle Manuel, APL Business Manager, gave an update on all of the Allen Parish Libraries financial accounts; she stated they are in good shape

UNFINISHED BUSINESS

ARSL conference summary was given by Brenda Tillis, Kenneth Miller and Gail Bazinet. They all enjoyed the conference and was very thankful that they were able to attend; they brought back so much information to share with the Allen Parish Libraries team and Board Members.

At the October 2021, the Allen Parish Libraries employees requested a 2022 one-time cost of living adjustment based on setting and attaining three measurable goals through October 2022.

Admin Staff Ashley Weaver and Chalanda Wilson presented the 2022 measurable goals in the October 21, 2021 board meeting. All goals were met and some exceeded the five or ten percent that was set in the October 21, 2021 board meeting. (see attachment of validated attainment of goals)

After the discussion and evidence of the 2022 measurable goals, and the hard work and dedication of the staff.

Fran Jordan motioned that a one-time cost of living adjustment of \$3000.00 be given to each full-time staff and \$1000.00 be given to each part-time staff in November 2022. Martha Rider seconded the motion.

Motion carried unanimously.

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NEW BUSINESS

Agnes Guillory, Director and Danielle Manuel, Business Manager presented the board with the proposed 2023 budget.

After the discussion of the 2023 proposed budget, Fran Pestello-Jordan made the motion to accept the 2023 proposed budget as presented; Sherry Germany seconded the motion. Motion carried unanimously.

DIRECTOR'S REPORT

The Board received a copy of the trial balance and the profit & loss to review the actual to budget comparison.

Agnes Guillory updated the Board on:

- Shared information from the bookmobile conference
- Gave updates on the after school Children's Café
- Reminded the board members about the Women's Conference date

BOARD MEMBERS DISCUSSIONS, CONCERNS AND REPORTS

- Martha Rider, Sherry Germany, Fran Pestello-Jordan and Linda Thompson, all complemented the staff on their presentation/information that they brought back from the ARSL conference.
- Q & A's about the gazebo in Kinder that the Mayor offered to donate to the library, Mike Guillory sent information via the Director that he checked out the gazebo structure and it looks good and sound.
- After the admin staff presented the final numbers for the 2022 goals, the board discussed and adopted the one-time cost of living adjustment for November 2022.
- Suggested to have an article in the newspaper weekly

PRESIDENT REPORT

Linda Thompson

- Gave an update on the discussion she had with Tony Hebert, ex-officio member about the board members receiving a stipend per board meeting.
- Special board meeting to adopt the 2023 budget will be on November 15, 2022, it will also run in the Kinder Courier` on October 27th, November 3rd, and November 10th, 2022.

Martha Rider made the motion to adjourn the meeting; Fran Pestello-Jordan seconded the motion. Motion passed.

The meeting was adjourned at 11:43 A.M.

Respectfully submitted by: _____

Agnes Guillory, Secretary

Approved by: _____

Linda Thompson, President