

Ouachita Parish Public Library

Board of Control

MINUTES

February 8, 2018

The Ouachita Parish Public Library Board of Control met on Thursday, February 8, 2018 at 12:00 noon at the Main Branch. The following members were present: Dr. Bette Kauffman, President; Ms. Andrea Griggs; Ms. Betty Cooper; Mr. Darris Waren; Ms. Pat Moore; Mr. William Krutzer. Absent was Mr. Wyman Mardis. Also present were Mr. Brad Cammack, OPPJ Treasurer; Ms. Nancy Green, OPPL and Ms. Robin Toms, Secretary.

President Bette Kauffman called the meeting to order and gave the invocation.

There were no agenda changes.

There were no public comments.

The minutes from the January 11, 2018 meeting were reviewed and approved on a motion by Ms. Moore, seconded by Mr. Krutzer.

The president called for the library director to present the reports.

The annual statistical report for 2017 and the monthly report for January 2018 were reviewed. Annual circulation of physical items during 2017 was down for the year by 4.4%, with only the Louise Williams and Anna Meyer Branches showing a slight increase. Library visits also decreased at the Main, Ouachita Valley, Bookmobile, Carver-McDonald, Ollie Burns and West Monroe Branches. The Anna Meyer, Louise Williams, JR Searcy, Sterlington and West Ouachita Branches showed an increase in visits. Other patron use, including the number of patron reference questions, electronic reference questions submitted and the in-house use of library materials by patrons increased. Program attendance increased as did the number of programs offered. The annual statistical report for 2017 and the monthly report for January, 2018 were both approved on motion by Mr. Waren, seconded by Ms. Moore.

The financial report for January 2018 was presented and was approved on a motion by Mr. Krutzer, seconded by Mr. Waren.

Personnel changes for January 2018 were reviewed and approved on motion by Ms. Griggs, seconded by Mr. Krutzer.

A motion to cancel the monthly meeting for March 2018 due to a conflict with the Louisiana Library Association Annual Conference on March 7 – 9, 2018 was made by Ms. Moore, seconded by Mr. Krutzer and approved. Ms. Toms will attend the conference and Ms. Betty Cooper also expressed interest in attending.

The president stated that the next regular meeting would be on Thursday, April 12, 2018 at 12:00 noon at the Anna Meyer Family Learning Center Branch Library.

Ms. Toms was asked to leave the room at this time so that the board members could discuss her annual evaluation/review. After discussion, Ms. Toms returned to the room and the evaluation was reviewed and discussed with her.

The meeting was adjourned on motion by Ms. Moore, seconded by Ms. Cooper.

Respectfully,

Robin M. Toms, Secretary

Bette J. Kauffman, President

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