



*Ouachita Parish Public Library
Board of Control*

MINUTES

January 12, 2017

The Ouachita Parish Public Library Board of Control met on Thursday, January 12, 2017 at 12:00 noon at the Main Library. Present were Mrs. Dinah Williams, President; Dr. Bette Kauffman, Vice-President; Mrs. Shirley Brown, Trustee; Mrs. Andrea Griggs, Trustee; Mr. William Krutzer, Trustee and Mrs. Pat Moore, ex-officio member. Absent was Mr. Wyman Mardis, Trustee and Mr. Darris Waren, Trustee. Also present were Mr. Bill Land and Mr. Robert Many of Land3 Architect, Inc., Mr. Tommy Hatten, Mrs. Nancy Green, OPPL and Mrs. Robin Toms, Secretary.

President Dinah Williams called the meeting to order and gave the invocation.

There was one change to the order of the agenda, as follows: The Election of Board Officers for 2017 item was moved ahead of the Architect's report-update of building needs assessment item. The agenda change was approved unanimously on motion by Mr. Krutzer, seconded by Dr. Kauffman.

The minutes from the previous meeting held on November 17, 2016 were reviewed and approved on a motion by Mr. Krutzer, seconded by Mrs. Brown. Mrs. Moore abstained as she was not present at that meeting.

Ms. Toms presented the statistical reports for both November and December 2016. A motion to approve both statistical reports as presented was made by Mrs. Moore, seconded by Dr. Kauffman. The motion was approved.

Ms. Toms explained that the 2016 annual statistical report was being compiled and would be presented for the board's review and consideration at the next meeting.

The financial report as of December 31, 2016 was presented and approved on a motion by Dr. Kauffman, seconded by Mrs. Griggs.

The personnel reports for November and December 2016 were reviewed and both were approved on a motion by Dr. Kauffman, seconded by Mrs. Griggs.

Under Unfinished Business, the approved amended 2016 and 2017 budgets were briefly reviewed by Ms. Toms who said they had both been approved by the police jury.

Also under Unfinished Business, the policy revision to the policy manual Section 8.21 – Exempt & non-exempt employee classification was reviewed again by the Director. As previously discussed, this change was made necessary due to the new requirements of the Fair Labor Standards Act that had been set to go into effect as of December 1, 2016, which would have affected some library employees. Under the new FLSA requirements, some currently exempt positions would have needed to be re-classified as non-exempt. Ms. Toms explained that a federal court had halted implementation of these changes and she recommended that the board vote to rescind the policy change that had been approved at the November 16, 2016 meeting which would have re-classified some previously exempt positions to non-exempt, including the Operations Coordinator and some Branch Managers. Mr. Krutzer asked why the board's previous action would need to be rescinded. Ms. Toms explained that per her experience and her understanding from the police jury attorney, that would be the correct action for the board to take. After discussion, a motion was made by Mr. Krutzer, seconded by Dr. Kauffman to place a stay on the policy change per court implementation pending a judicial opinion from the federal courts. The motion was approved.

The next item per the revised agenda was the election of board officers for 2017. On motion by Ms. Moore, seconded by Ms. Brown and approved, Dr. Bette Kauffman was named President for 2017. On motion by Ms. Williams, seconded by Dr. Kauffman and approved, Ms. Andrea Griggs was named Vice-President for 2017 and Dr. Kauffman was named Trail Blazer Representative for 2017.

Ms. Brown reminded everyone that the Director's evaluation still needs to be completed. The members were instructed to send the evaluation forms to Dinah Williams once they are received and completed.

All members were reminded that the next regular meeting would be held on Thursday, February 9, 2017 at 12:00 noon at the Sterlington Memorial Branch.

The board then moved down the hall to the computer lab and continued the meeting there to view a presentation from Bill Land and Robert Many of Land3 Architect, Inc. on the recently completed building needs assessment the firm did at the request of the board. No action was taken after the presentation.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Robin M. Toms, Secretary
Ouachita Parish Public Library Board

Dr. Bette Kauffman, President
Ouachita Parish Public Library Board

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