

Ouachita Parish Public Library

Board of Control

Minutes

April 14, 2022

Library Board of Control Meeting was held on Thursday, April 14, 2022, at the Main Branch of the Ouachita Parish Public Library. In attendance were the following members: Ms. Betty Ward Cooper, President; Mr. Darris Waren, Vice-President; Mr. Wyman Mardis; Ms. Alex Webre; and Ms. Kathy Craig. Ms. Misti Cordell; Mr. Robert Wright, Jr.; and Mr. Larry Bratton, ex-officio member were absent. Also attending were Ms. Nancy Green, OPPL Acting Director; Ms. LaKeisha Bosworth, OPPL Assistant Director; and Ms. Casie Castle, OPPL Business Manager.

President Betty Cooper called the meeting to order at 12:10pm and called on Mr. Waren to give the invocation.

President Cooper called for any agenda changes. There were no changes, and the agenda was approved as presented.

President Cooper asked if there were any guests present. There were none.

The President called for any public comments. There were none.

The minutes from the previous meeting held on February 10, 2022, were approved on a motion by Mr. Mardis, seconded by Mr. Waren with all present voting in favor of approval.

The President called for Ms. Green to review OPPL's monthly reports from February and March of 2022. Ms. Green compared various aspects of the February and March 2022 statistical report. She discussed items such as Circulation statistics going up from February to March. Ms. Green also discussed that the total Year-to-Date usage of the library went up from February to March from 54,137 to 84,776. eReference services went down from February to March. However, both fines and physical visits to the library branches went up from February to March.

Ms. Green discussed OPPL planning to have an Amnesty week in June where the library would forgive patron fines up to \$200. She stated this was to be done in hopes of welcoming back patrons to the library who may have stopped using it due to fines. System and eService statistics were up from February to March. Ms. Green also discussed that Children's in-house program attendance had increased from February to March along with Adult program attendance. Ms. Green mentioned two Outreach events OPPL had attended. The first was a job

fair held at the Civic Center where OPPL spoke with high school Juniors and Seniors about library resources. Another event OPPL participated in was a Spanish Family Night held at West Monroe High School. Ollie Burns Branch Manager, Ms. Nora Collins, along with staff members from Ollie Burns Branch attended the event and connected with 73 people. Ms. Green also stated that OPPL would be returning to daycares during the summer for Outreach programs, and that schools were now scheduling end-of -the-year visits to the library. The monthly statistical reports for February and March 2022 were approved on a motion by Ms. Craig, seconded by Ms. Webre.

Ms. Green then spoke about the fact that Highlights Magazine would be featuring a photo from OPPL's digital library collection of one the first school buses in Ouachita Parish in their September issue. It was noted that OPPL will be given credit for the picture in the nationally published magazine.

For the February and March 2022 financial report, Ms. Green noted in both months there were annual subscription renewals for software and services used by the library. These included renewals such as a new summer reading program software Beanstack which will replace Wandoo Reader that the library has used in the past. Beanstack will offer more opportunities for patrons to access their accounts and keep track of books they read. Other subscription renewals include Unitrends and DocuSign software as well as renewal of OPPL's Cloud Library subscription through Trail Blazer Library System and Cybrarian which is OPPL's patron computer logon software. The financial report was approved as presented on a motion made by Mr. Mardis, seconded by Ms. Craig.

The personnel reports for February and March 2022 were reviewed by Ms. Green and approved on a motion by Mr. Waren, seconded by Ms. Webre.

Ms. Green then asked the board for approval to expand the hours of operation for Anna Meyer Branch to be the same as the other branches in the Ouachita Parish Library system. Currently, Anna Meyer is open Monday-Friday 10am to 6pm and Saturday 10am to 2pm. Ms. Green asked to extend the branch's hours to Monday-Friday 9am to 6pm and Saturday 9am to 5pm. The board approved the extension of Anna Meyer Branch's hours on a motion by Mr. Mardis, seconded by Mr. Waren.

The board discussed with Ms. Green the use of the Director's car to ensure its continuous operation and upkeep. Ms. Green stated that she and Ms. Bosworth, OPPL Assistant Director, had been discussing using the Director's car to travel to the library branches and stated they would begin doing so.

The meeting was adjourned at 12:56pm on a motion by Mr. Waren, seconded by Mr. Mardis, with all voting in favor.

The next regular meeting will be held on Thursday, May 12, 2022, at the Main Branch Library.

Respectfully

Betty Ward -Cooper, President

Nancy Green, Secretary