

Ouachita Parish Public Library

Board of Control

Minutes

February 10, 2022

Library Board of Control Meeting was held on Thursday, February 10, 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; Mr. Robert Wright, Jr.; Ms. Kathy Craig; and Mr. Larry Bratton, ex-officio member. Ms. Misti Cordell was absent. Also attending were Mr. Brad Cammack, OPPJ Treasurer; Mr. Jay Mitchell, OPPJ Assistant District Attorney; Ms. Nancy Green, OPPL Interim Director; and Ms. Casie Castle, OPPL Business Manager.

President Betty Cooper called the meeting to order at 12:02pm and called on Mr. Wright to give the invocation.

President Cooper called for any agenda changes. There were no changes made with a motion to approve the agenda as presented by Mr. Waren, seconded by Ms. Craig.

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

The minutes from the previous meeting held on January 13, 2022, were approved on a motion by Mr. Mardis, seconded by Mr. Bratton with all present voting in favor of approval.

The President called for Ms. Green to review OPPL's monthly reports. Ms. Green noted various aspects of the January 2022 statistical report compared to the previous month's report. She discussed items such as Physical Circulation statistics going up. Ms. Green also discussed that Reference, eReference, In-House, and eService statistics were up from last month. She also noted that the data for the following eServices: Homework Help, TumbleBooks, Tumble BookCloud, and Tumble BookCloud Jr was not available at the time of the board meeting because OPPL had not yet received the information from the State Library. Ms. Green discussed that Children's in-house program attendance had increased from December to January along with Outreach and YA program attendance. Total visits to the library were up from the previous month. The monthly statistical report for January 2022 was approved on a motion by Ms. Craig, seconded by Mr. Wright.

For the January 2022 financial report, Ms. Green noted certain "beginning of the year" expenses such as the annual subscription renewals for software and services used by the library. These included renewals such as an EBSCO Stacks and StacksMobile App subscription

which the library uses for the layout of its website and a McNaughton subscription which is a service the library uses to rent books such as bestsellers to have availability for patron use without having to have excess copies of the books in the library's own collection. The library has also ordered the printing of Deposit Books used in the collection of fines and fees at each of the branches. Ms. Green then called on Mr. Brad Cammack, OPPJ Treasurer, to see if he had anything to add to the financial report. Mr. Cammack noted that the 2021 budget year was not yet closed. However, he noted that it appeared the library would close the year under budget. The financial report was approved as presented on a motion made by Mr. Warren, seconded by Ms. Webre.

The personnel report for January 2022 was reviewed by Ms. Green, noting that there were 3 new hires in staff during the month. President Cooper noted there were less changes in personnel than in previous months. The OPPL personnel report was approved on a motion by Ms. Craig, seconded by Mr. Bratton.

Ms. Green then brought attention to a draft of a brochure created by Ms. Holly Priestley, Branch Manager at the Main Branch, promoting the eServices. The pamphlet currently does not have graphics, but the names of each eService offered is given along with a short explanation under each heading to assist patrons locate the eService of interest. The creation of this brochure was requested by the Board during the December 2021 meeting. Ms. Webre expressed that she liked the simplicity of the pamphlet as is without graphics. Ms. Green and President Cooper asked the board to review the pamphlet and send any ideas for changes to it to Ms. Green.

The board next moved to go into Executive Session to discuss the applicants interviewed for the position of Library Director. The motion to do so was made by Ms. Webre and seconded by Mr. Wright with no one opposing.

The move to end the Executive Session and return to a public board meeting was made by Mr. Wright and seconded by Mr. Warren.

At the time of a return to a public board meeting, Mr. Warren motioned and was seconded by Mr. Bratton to promote Ms. Nancy Green from the position of Interim Director to the position of Acting Director of the Ouachita Parish Public Library. This motion was approved with no opposition.

Next, Mr. Warren moved to close the requisition to search for a new Library Director for the Ouachita Parish Public Library. Ms. Webre seconded Mr. Warren's motion which was approved with no opposition.

The position of Assistant Director of the Ouachita Parish Public Library was opened on a motion by Mr. Bratton, seconded by Mr. Warren with all in favor.

The motion to promote Ms. LaKeisha Bosworth from the position of Ouachita Parish Public Library's Youth Services Coordinator to Assistant Director of the Ouachita Parish Public Library

was made by Ms. Webre, seconded by Mr. Wright. This promotion was to take effect beginning Monday, February 14, 2022, with a salary of \$80,000 per year. This motion passed unanimously.

The meeting was adjourned on a motion by Mr. Waren, seconded by Ms. Webre, with all voting in favor.

The next regular meeting will be held on Thursday, March 10, 2022, at the Carver-McDonald Branch Library.

Respectfully

Betty Ward-Cooper, President

Nancy Green, Secretary