

Ouachita Parish Public Library

Board of Control

Minutes

September 12, 2024

The Ouachita Parish Public Library Board of Control Meeting was held on Thursday, September 12, 2024, 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. Larry Bratton, ex-officio member; Ms. Alex Webre; Ms. Kathy Craig; and Ms. Misti Cordell (arrived at 12:28pm). Mr. Wyman Mardis and Mr. LaMario Looney were absent. Also attending were Mr. Brad Cammack, OPPJ Treasurer; Mr. Jay Mitchell, OPPJ Assistant District Attorney; Ms. Nancy Green, OPPL Acting Director; Ms. LaKeisha Bosworth, OPPL Assistant Director; and Ms. Casie Castle, OPPL Business Manager.

President Cooper called the meeting to order at 12:02pm and Mr. Waren gave the invocation.

There were no agenda changes, and the agenda was approved on a motion by Mr. Waren, seconded by Ms. Craig, with all in favor.

President Cooper welcomed guest, Ms. Delcie McDonald Green. There was no public comment. However, Ms. Green noted that Ms. Bosworth was celebrating her 30th Anniversary at the library today.

The minutes from the previous meeting held on August 8, 2024, were approved on a motion by Ms. Webre, seconded by Ms. Craig, with all present voting in favor of approval.

Ms. Green presented OPPL's monthly reports from the month of August 2024. The Statistical report was discussed and approved on a motion by Ms. Craig and a second by Mr. Waren with all present voting in favor.

The Financial Report for August 2024 was presented with a notation that expenses were normal for the year. Mr. Waren then asked Mr. Cammack if the library would see a benefit from the Ad Valorem taxes this year and Mr. Cammack answered this year. Mr. Mitchell then mentioned that the Police Jury would be levying the tax rates at their next meeting which would be held on September 16. Ms. Green then questioned Mr. Cammack if the millage rate would be increasing from 7.42 to 7.64 for the Library to which Mr. Cammack responded that was the plan. Mr. Cammack also asked if the library would be presenting its budget to the board at the next board meeting on October 10 and Ms. Green stated the budget should be ready to present at that time, and she asked the board members to please be sure to attend the next meeting to vote on the presented budget. The Financial Reports for August 2024 was approved on a motion by Mr. Waren, seconded by Ms. Webre, with all present voting in favor of approval.

The Personnel report for August was presented and approved on a motion by Mr. Waren, seconded by Ms. Craig, with all present voting in favor of approval.

Ms. Green noted that Mr. Bill Land of Land3 Architect was not present at the meeting as there were no updates on the new Main Branch building at this time as the plans are currently at the Fire Marshal's office awaiting approval.

Under Other Business/Action, Ms. Green presented the library's Shared Sick Leave Policy Section 8.81, asking that the board approve the discontinuation of the policy. Ms. Green noted that the policy has been in place since 2007 and since that time no staff member, to anyone's knowledge, had ever used the shared sick leave pool. Ms. Green also noted, and Mr. Cammack confirmed, that the Police Jury auditors did not recognize the pool of donated sick leave time, and this time had ceased to be taken from the donating employees. Ms. Green asked Mr. Cammack to reiterate what he had stated in the past about restoring these hours to the staff who had donated. Mr. Cammack stated the hours that had previously been taken from staff's accrual balances should be returned hour for hour upon discontinuation of the policy. Ms. Green explained to the board that the Library offers Family and Medical Leave to staff which is more beneficial than this policy, noting that staff who really need the sick leave usually do not have it available to donate to the pool which is a requirement of use. A motion was made by Mr. Waren, seconded by Mr. Webre, to discontinue the Shared Sick Leave Policy in the library's policy manual under Section 8.81 with all present voting in favor of approval.

Ms. Green next presented to the board the new Orientation Manual for Louisiana Library Directors and Trustees from the State Library of Louisiana. A copy of the manual was placed in each board member's meeting packet for them to take with them.

The next meeting is scheduled to be held on Thursday, October 10, 2024, at the Main Branch Library.

The meeting was adjourned at 12:33pm on a motion by Mr. Waren, seconded by Ms. Cordell, with all present voting in favor.

Respectfully

Betty Ward-Cooper, President

Nancy Green, Secretary