

**Rapides Parish Library**  
**Board of Control**  
March 18, 2014  
Minutes

The regular meeting of the Rapides Parish Library (RPL) Board of Control was called to order by President Susie Smith at 3:30 p.m. in the meeting room of the Huie-Dellmon House, located at 530 Saint James Avenue, Alexandria, Louisiana.

Board members present were: Mrs. Le'Anza Jordan, Mrs. Linda McMahan, Mr. Glenn Rechs, Mrs. Susie Smith, Mr. Gregory Walker, Mr. Michael Fairbanks, Mrs. Pat Barber, Mrs. Ann Heath, and Mr. Eddy Boddie. There was no one absent.

Mrs. Smith called the meeting to order. Mr. Glenn Rechs led the Pledge of Allegiance, and then the Board observed a moment of silence. Mrs. Linda McMahan moved to approve the minutes from the February Board meeting, Mr. Rechs seconded, and the motion passed.

**Mr. Morris Taft Thomas Presentation**

Mr. Thomas gave a history of his career as an educator, artist, and sculptor. His portfolio includes works donated to several national and international celebrities, and to government figures, as well. Mr. Thomas formally offered to donate a portrait of Dr. Martin Luther King, Jr. and a sculpture, to be placed at the new King Branch. Mr. Thomas unveiled the portrait of Dr. King and a small replica of the sculpture. Mr. Rechs suggested a video, showing the process by which Mr. Thomas sketched the portrait, be placed at the new Library so that visitors can better understand the process and work that went into the painting. Mr. Thomas agreed the video would be a nice addition. Mr. Rechs moved to accept Mr. Thomas' donations of both the portrait and sculpture. Mrs. McMahan seconded, and the motion passed. Mr. Thomas then made the commitment to ask some of his friends to contribute monetary donations to the new King Branch.

**Financial Report**

Mr. Jimmy Holsomback gave the financial report for the month of February. He said the Library revenue was good and the expenses were normal with the exception of the principal payments made on loans for the construction of both the Hineston and Glenmora branches and the Westside Regional Library.

Mr. Holsomback said the new Bookmobile should be delivered to the Library next month.

**Director's Report**

Mr. Steve Rogge gave the statistical report for the month of February and explained to the Board the reason the moving average was off was due to the six month closure of the King Branch.

Mr. Rogge updated the Board on the Johnson Branch lease by telling them the Police Jury had approved a three year lease, as opposed to the previous ten year lease, as agreed upon by the Library and the landlord.

Mr. Rogge gave an update of the new King Branch construction and shared pictures of the construction progress to the Board. Mr. Holsomback told the Board the construction Project Manager gave him an estimated finish date of mid to late June.

### **Direct Services**

Ms. Laura-Ellen Ayres reported the Library was closed until 1:00 p.m., March 4<sup>th</sup>, due to icy weather conditions. She added that the Boyce Branch opened at 9:00 a.m. that day, and the Hineston Branch opened at their normal scheduled time of 1:30 p.m.

Ms. Ayres gave a report on how much money customers owe the Library. She said 92% of the customers owe \$25.00, or less. She added that once a customer owes more than \$50.00, their account is turned over to the collection agency.

Ms. Ayres reported on how many programs the Library had throughout the year, at various locations. She said in 2013 the Library had 1,095 programs, with 23,590 people reached. Ms. Ayres said the total count for meetings held in the Library's meeting rooms for 2013 was 935. Of that amount, 707 were sponsored by outside sources and 228 were sponsored by the Library.

Ms. Ayres said the King Branch hour survey has been completed and is currently being analyzed. She stated the statistics from the survey should be available for next month's Board meeting.

### **Human Resources Report**

Mrs. Carolyn Colwell recommended Library employee Jeff Gruehl for ratification, as a 40 hour per week Facilities Specialist. Mr. Rechs moved to ratify, Mr. Michael Fairbanks seconded, and the motion passed.

Mrs. Colwell also announced Tammie Moore as the new Reference Specialist at the Main Library. Mrs. Moore began her new position on March 10<sup>th</sup>.

Mrs. Colwell asked Board member Mr. Gregory Walker to give an update on the Search Committee's progress in accepting applications for the Library Director's position. Mr. Walker said the committee had received approximately forty-five applications, with only four of those having appropriate credentials. Mr. Walker said he will email the qualified applications to the committee before the April 1<sup>st</sup> meeting. The committee will then review the applications and determine whether or not to extend the application deadline. If the committee decides to not extend the deadline, they will make recommendations to the Board on which applicants need to be interviewed. Mr. Walker said the April 1<sup>st</sup> committee meeting is scheduled for 3:00 p.m.

### **Outreach and Youth Services**

Mrs. Tammy DiBartolo gave the Outreach and Youth Services report. She said The Easter Basket Read-Off event is coming up and every branch is participating. In addition to this event, the annual Eggstravaganza egg hunt will be held on April 16<sup>th</sup>, in the Huie-Dellmon House Garden.

Mrs. DiBartolo said the Library will be participating in the Alexandria Zoo's Party for the Planet, by helping the children with a literacy craft. She also told the Board that Westside Regional Library will be hosting Family Storytime with funds provided by a \$4000.00 grant from Target.

Both Mrs. DiBartolo and Mrs. Karla Kirby have been asked by the State Library to help with their summer reading program training around the state.

### **New Business**

The Personnel Committee, which consists of Mr. Eddy Boddie, Dr. Pat Barber, Mrs. Le'Anza Jordan, and Mr. Glenn Rechs, plan to meet before April's Board meeting to discuss current policies that need revising.

Mrs. Linda McMahon said she received a letter a few months ago from a customer complaining that a Library employee threatened to shoot a customer. Mrs. McMahon asked if the Library had a policy regarding violence in the workplace. Mr. Rogge confirmed the Library does have such a policy, and asked Mrs. McMahon to send the letter to both the Board and the Library administration.

Mr. Glenn Rechs reported the Nominating Committee recommended Mrs. Le'Anza Jordan for Treasurer and Mr. Eddy Boddie as Vice President. Mr. Michael Fairbanks said the Nominating Committee recommended Mr. Glenn Rechs for President. All Board members voted in favor of the recommendations.

The next regular meeting of the Rapides Parish Library Board of Control is scheduled for Tuesday, April 15, 2014, at 3:30 p.m., at the Huie-Dellmon House.

The meeting was adjourned at 4:40 p.m.

Respectfully submitted by

Steve Rogge  
Secretary

Susie Smith  
President