

**RAPIDES PARISH LIBRARY  
BOARD OF CONTROL  
MINUTES**

**May 15, 2012**

The regular meeting of the Rapides Parish Library (RPL) Board of Control was called to order by President Glenn Rechs at 3:30 p.m. in the meeting room of the Huie-Dellmon House, 430 St. James Street, Alexandria, Louisiana.

Board members present were Dr. Pat Barber, Mr. Eddy Boddie, Mrs. Ann Heath, Mrs. Diane Lawton, Mrs. Linda McMahon, Mr. Glenn Rechs, Mrs. Susie Smith, and Mr. Gregory Walker. Mrs. Alice Story was absent.

President Rechs led the Pledge of Allegiance and then asked for a moment of silence. Mrs. McMahon moved to approve the agenda. Mrs. Smith seconded, and the motion passed. Mrs. McMahon moved to approve the April minutes. Mr. Boddie seconded, and the motion passed.

**FINANCIAL REPORT**

Business Manager Jimmy Holsomback reviewed revenue and expenses for April 2012. He said we received \$71,355 in ad valorem taxes and \$3,367 in miscellaneous income, mostly from the sale of one of our older vehicles. We also received \$8,796 in E-Rate income, which covered expenses accrued in 2011 because AT&T processing is slow. Income for April 2012 totaled \$95,233, and was \$4,313,746 year-to-date. The expenses for April were \$351,042. He pointed out \$20,900 paid for a new van; the State contract reduced the \$30,000 sticker price and made this quite a bargain. Year-to-date expenses for 2012 were \$1,998,786. Mr. Holsomback said all income and expenses were normal for January through April 2012. Mrs. Heath moved to approve the March 2012 financial report. Mrs. McMahon seconded, and the motion passed. Mr. Holsomback also mentioned the auditor had completed the 2011 audit, and would report on it at the June meeting. The auditor would bring copies of the official audit to that meeting.

**DIRECTOR'S REPORT**

Mr. Steve Rogge reported that circulation moving averages were fairly stable at a decrease of 4.4% when compared to April 2011. He also reported that the moving averages for transactions moved from a 2% decrease last month to a 1.28% decrease this month; this indicates we're moving in the right direction. He reported that the tax election preparations are moving forward. He pointed out the flyer/FAQ sheet in the Board packets. Mrs. Lawton suggested changing the font of the first question on the FAQ side, "Is this a tax increase?" to a larger, bolder font. She

also suggested making all the questions on the FAQ bold. The Board discussed several other changes that could be made to both the flyer and the FAQ. Mr. Rogge said we would take the suggestions into consideration. Mr. Rogge also pointed out the mock-ups for the clings in the Board packets. He said they had finalized the sayings that would go on the clings: great reading, storytime, answers, and eBooks “@ your library.” Four different clings would be designed with a different item “@ your library” on each version.

Dr. Barber asked when we would publicly announce the tax election because she had already heard some negative press regarding its place on the presidential election ballot. Mr. Rogge said he planned to meet with each of the major media groups in town later in the week to discuss the election and ask for their support. He also said we had started fundraising. We sent out a batch of letters soliciting donations to the campaign fund. Mr. Holsomback and Facilities Manager Bob Orris had been contacting local businesses to ask for donations. Mr. Holsomback said we had received a couple hundred dollars in donations already this week. Mr. Rogge said we were relying on the large donations from Friends and the Staff Association to fund the bulk of the campaign. Mr. Rogge also reported the election speech was about 75% complete.

Mr. Rogge also reminded the Board that State ethics training needed to be completed by the end of the year. Mr. Rogge said Mrs. Alice Story had resigned from the Board after the March Board meeting, and that was why she wasn't present at this meeting. Mr. Rechs read her kind resignation note to the Board, and all agreed she would be missed. Mr. Rogge said he was working with the staff to get names of possible replacements; he would be speaking with Police Juror Scott Perry to arrange a replacement appointment soon.

## **DIRECT SERVICES**

Assistant Director Laura-Ellen Ayres apologized to the Board for forgetting to ask them to approve a trial extension in Johnson Branch's hours at the March meeting. On April 1, Johnson Branch Manager Mary Murry assumed the change was approved and began opening at 9 a.m. on Thursdays instead of at the usual 1p.m. Ms. Ayres explained this change did not add any additional personnel hours or expense. She asked the Board to approve a trial of this change through September before making the change permanent. Mrs. Lawton moved to extend this trial of additional open hours for the Johnson Branch. Dr. Barber seconded, and the motion passed.

Ms. Ayres continued by informing the Board of several incidents of vandalism that had occurred earlier in the month at the McDonald Branch in Glenmora. The staff believes they know who is responsible, and the police have gotten involved. We are currently looking into installing outside security cameras. On a more positive note, she said the circulation desk for Robertson is nearing

completion. This will be one of Facilities Manager Bob Orris's last projects. She invited the Board to come look at the desk in the Huie-Dellmon House garage after the meeting.

### **OUTREACH SERVICES**

Assistant Director Kelly Kingrey-Edwards said we had submitted a grant for the Big Read in cooperation with the Louisiana Endowment for the Humanities and several other Louisiana libraries. The grant was approved, and the book for this year's program would be *The Things They Carried* by Tim O'Brien. She explained this novel was historical fiction about men who fought in the Vietnam War. We have planned the Big Read's wrap-up to coincide with Veteran's Day and the tax election. Ms. Kingrey-Edwards said her last day would be next Friday, and Youth Services Manager Tammy DiBartolo would be taking over most of her duties at that point. She also said Red Carpet Manager Londa Price would be working on coordinating the Library's grant-writing efforts.

### **HUMAN RESOURCES**

Human Resources Assistant Carolyn Colwell asked Personnel Committee Chair Eddy Boddie to discuss the director's evaluation. Mr. Boddie said the committee had met just prior to the Board meeting and reviewed the performance appraisals submitted by administrative staff and Board members. He said they were pleased with Mr. Rogge's work, and he moved that the Board approve a 2% raise for Mr. Rogge as a result. Mrs. McMahon seconded, and the motion passed unanimously.

**The next meeting is scheduled for June 19, 2012, at the Huie-Dellmon House.**

The meeting was adjourned at 4:15 p.m.

Respectfully submitted by

Steve Rogge  
Secretary

Glenn Rechs  
President

May 2012