

**RAPIDES PARISH LIBRARY
BOARD OF CONTROL
MINUTES**

April 17, 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, Mr. Glenn Rechs, Mrs. Susie Smith, and Mrs. Alice Story. Mrs. Linda McMahon and Mr. Gregory Walker were absent.

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

FINANCIAL REPORT

Business Manager Jimmy Holsomback reviewed revenue and expenses for March 2012. He said we received \$75,281 in ad valorem taxes and \$65,172 in State Revenue Sharing. Income for March 2012 totaled \$169,493, and \$4,218,513 year-to-date. The expenses for March were \$423,091. He pointed out that the salaries expenditure for March was more than usual at \$241,982 because there were three payrolls in March. Year-to-date expenses for 2012 were \$1,647,744. Mr. Rechs asked if the security monitoring expense was for equipment or people. Mr. Holsomback explained that it was for security systems in all branches. Mrs. Lawton asked if the transaction cost was increasing, and Mr. Holsomback explained that it was a stable number that had increased very gradually over the last ten years. Mr. Holsomback said all income and expenses were normal for 2012. Mrs. Story moved to approve the March 2012 financial report. Mrs. Smith seconded, and the motion passed.

Mr. Holsomback also mentioned the new telephone system had been installed and was working. He said we had only a few minor glitches. He said it was installed in only ten days. He also said the auditor would begin reviewing 2011 financial information tomorrow, Wednesday, March 18.

DIRECTOR'S REPORT

Mr. Steve Rogge reported that actual March measure of use statistics were fairly stable at -4.2% when compared to February 2012, which had a decrease of 4.1% since February 2011. He also

reported that circulation of online resources including EBooks increased by 157.4% when compared to March 2011 actual circulation. He said transactions were also fairly stable, with a 2.00% decrease from March 2011; February 2012 transactions had decreased by 2.03% when compared to the prior year. He reported that the EEOC complaint had been dropped because it was not filed in a timely manner. He said the Bond Commission agreed to one seven-mill item on the ballot for the tax election in November. He said it would clearly state that it was a renewal for the Library. He reminded the Board that Sue Lee would be the committee treasurer for this upcoming tax election. Mr. Rogge also mentioned a Library customer who had been expelled for one year after inappropriately interacting with two other Library customers. Mr. Rogge said this man had been banned from the Library for six months after a similar incident in 2011.

DIRECT SERVICES

In the absence of Assistant Director Laura-Ellen Ayres, Mr. Rogge said Ms. Ayres was hiring five substitute circulation/reference clerks who would begin their training the following week. He also pointed out that the current ILS clerk was leaving and being replaced by someone from one of the branches. As a result, she was in the process of interviewing applicants to fill the branch vacancy. Mr. Rechs commented that he overheard someone at LSU-A comment, "I love the Rapides Parish Library. No matter what I need or where it comes from, they get it to me in two days."

HUMAN RESOURCES

Human Resources Assistant Carolyn Colwell presented Main Library Security Monitor Tracy McKern for ratification. Mrs. Smith moved to ratify Mr. McKern, and Mrs. Lawton seconded. The motion passed. After commending Facilities Manager Bob Orris for his excellent supervision and skills, Mr. Rogge presented Mr. Orris with a 20-Year Service Award. Mr. Rogge said Mr. Orris and his crew had saved the Library a lot of money on many projects such as building shelving units for the newer branches. Mr. Holsomback said he'd been at RPL for nine of Mr. Orris's 20 years, and he commended Mr. Orris for always having his paperwork 100% correct. Mr. Orris said when he started working at RPL, the Library was in dire straits as far as maintenance was concerned. He said we had come a long way, and that he was proud to be a part of that process. Mrs. Colwell scheduled a meeting with the Personnel Committee on May 8 at 3:30 p.m.

NEW BUSINESS

After discussing the proposed changes to the Rules of the Rapides Parish Library, Mr. Rogge asked the Board to approve the updated version. Mrs. Heath moved to approve said policy. Mrs. Smith seconded, and the motion passed.

The next meeting is scheduled for May 15, 2012, at the Huie-Dellmon House.

The meeting was adjourned at 4:00 p.m.

Respectfully submitted by

Steve Rogge
Secretary

Glenn Rechs
President