

**Rapides Parish Library**  
**Board of Control**  
December 16, 2014  
Minutes

The regular meeting of the Rapides Parish Library (RPL) Board of Control was called to order by President Glenn Rechs at 4:00 p.m., in the meeting room of the Huie-Dellmon House, located at 430 Saint James Avenue, Alexandria, Louisiana.

Board members present were: Ms. Susie Smith, Mr. Glenn Rechs, Mrs. Linda McMahon, Mr. Ralph Roach, Dr. Pat Barber, Mr. Michael Fairbanks, and Ms. Le'Anza Jordan. Ms. Ann Heath and Mr. Greg Walker were absent.

Mr. Rechs led the Pledge of Allegiance, and the Board observed a moment of silence.

Staff members Vickie Carter and Cynthia McGinnis were honored for their longtime employment with the Library. Ms. Lenna' Mouton presented Ms. McGinnis with an award for 30 years of service, and presented an award to Ms. Carter for 40 years of service. Mr. Rechs congratulated them and thanked them for their years of dedicated service.

**Minutes**

Mr. Fairbanks moved to approve the November minutes, Ms. Smith seconded and the motion passed.

**Financial Report**

Mr. Jimmy Holsomback gave the financial report. He reported the December ad valorem tax check for \$162,000.00 was received. He said that \$40,000.00 had been set aside for IT, \$20,000 for vehicle replacement, and \$20,000 for air conditioning. All bills for the King Branch construction project have been paid and the Library is preparing to begin the Robertson project. Ms. Barber moved to approve the financial report, Mr. Fairbanks seconded and the motion passed.

Mr. Holsomback said the Board approved the 2015 Budget at the November board meeting, announcements had been issued to the media advertising today's public hearing, and that the Board needed to formally adopt the budget. Ms. Smith made a motion to adopt the 2015 Budget, Ms. McMahon seconded and the motion passed.

**Director's Report**

Ms. Laura-Ellen Ayres gave the Director's report. She asked the Board to complete the 2015 Conflict of Interest forms and return them by the January 2015 board meeting.

Ms. Ayres reviewed both the October and November statistics and stated that there had been an increase in the moving averages due to both the opening of the King Branch and online resources. The October and November statistics showed a 60% increase in the use of online resources.

Ms. Ayres announced plans to purchase three new vehicles: two replacement vans and a car. The car will be used by administration for road trips and will allow other staff to use the van.

Ms. Ayres told the Board that she was asked to serve on the board for the La. Czech museum.

She said the meeting with the architect is scheduled for this week to discuss the Robertson Branch project. She told the Board that the Gunter Branch project had been delayed due to the land issue. Ms. Ayres concluded her report by saying the Library received an \$18,000.00 check from the Huie-Dellmon Trust Fund for reimbursement on the upkeep of the HDH.

### **Direct Services**

Ms. Lenna' Mouton gave the Direct Services report. She announced the Christmas decorating contest between the branches, and said the judging would be done by members of the administrative staff.

### **Outreach and Youth Services**

Ms. Tammy DiBartolo gave the Outreach and Youth Services report. She reported that since the Head Start program in Rapides Parish is now under the management of Save the Children, the Preschool Outreach Plus (POP) will be able to provide programming to them.

Ms. DiBartolo said the World War II presentation given by Dr. Jerry Sanson was successful and will be available on YouTube, January 1, 2015. She stated that several recent programs were well attended, and thanked Public Relations Officer Suzanne James for her work in promoting the programs.

### **IT**

Ms. Janie Primeaux gave the IT report. She said the final Square Reader will be installed in the Martin Branch, next month.

Mr. Rechs said the IT Department is to be commended on the wonderful work they are doing.

### **Public Relations**

Ms. Suzanne James gave the Public Relations report. She gave the Board members a copy of the table tent advertising that will be in all branches. This will highlight the different services offered by the Library. Beginning in January, there will be testimonials on YouTube given by volunteers, staff, Board members, and customers about the positive experiences they have had with the Library.

She thanked Board member Ralph Roach for his recommendation to connect with the Cenla Focus magazine. The magazine has agreed to print articles on the services and resources offered by the Library.

### **Unfinished Business**

The Nomination Committee offered the Board their recommendations for the 2015 Officers. They recommended Mr. Glenn Rechs for president, Mr. Michael Fairbanks for vice-president,

and Ms. Le'Anza Jordan for treasurer. The Nominations Committee served as the motion to accept the recommendations, Ms. McMahon seconded and the motion passed.

**New Business**

Ms. Ayres reviewed the section in the Rules of the Rapides Parish Library Policy which prohibits smoking within the Library. She told the Board of an issue regarding a customer who entered the Library with an electronic cigarette. She asked the Board to approve an update to the policy, which would prohibit the use of electronic cigarettes. Mr. Fairbanks moved to accept the updated policy, Ms. Jordan seconded and the motion passed.

Ms. Ayres reminded the Board to complete and return their 2015 Committee Preference Checklist by the January Board meeting.

he next regular meeting of the Rapides Parish Library Board of Control is scheduled for Tuesday, January 20, 2015, at 4:00 p.m., at the Huie-Dellmon House.

The meeting was adjourned at 4:45 p.m.

Respectfully submitted by

Laura-Ellen Ayres  
Secretary

Glenn Rechs  
President