

**RAPIDES PARISH LIBRARY
BOARD OF CONTROL
MINUTES**

January 19, 2010

The regular meeting of the Board of Control was called to order by President Susie Smith, at 3:30 p.m. at the Huie-Dellmon House, Alexandria, Louisiana.

Board members present were Eddy Boddie, Ann Heath, Diane Lawton, Linda McMahan, Alice Story and Susie Smith. Mr. Rechts was delayed. Lee Moore was absent. Library staff members were also in attendance.

President Smith wished everyone a happy new year, asked for a moment of silence, then called for a vote on the agenda. Mrs. McMahan made the motion that the agenda be approved. Mrs. Lawton seconded. Mrs. Smith asked members to add additions or corrections to the Minutes of the regular December meeting, which they had received in the mail. She called for the motion which Mrs. Lawton made. Mr. Boddie seconded. Both motions carried.

FINANCIAL REPORT

Business Manager Jimmy Holsomback began by noting the December statement and the financial condition of the Library is “in the black.” Although the new year promises to bring some challenges, the 2010 budget has taken them into account and the outlook is strong and healthy.

All Capital Projects are complete. Total operating expenses for 2009 stand at \$4.7 million. The minimum wage impact will continue to be felt within the wage and salaries section of the budget until July. \$614,000 is in reserve funds, \$189,000 was expended in renovations, of which \$93,000 occurred at Main Library.

Ad valorem taxes received in December were \$150,000, more than expected. This will carry forward into the 2010 budget. As a result, the December revenues have been adjusted upward to reflect the increase, and revenues will be adjusted downward for January.

The balance sheet shows the value of all certificates of deposit as well as State Aid, and the Huie-Dellmon grant. All will be treated as 2010 revenue. Revenue Sharing is down. Rogge commented that he had been informed that, in spite of the increase from

six to seven mills covered by Revenue Sharing, our share dropped due to tax increases by other entities in the parish and a lower parish allocation overall. Mrs. Lawton made the motion to accept the report and Mrs. McMahon seconded. Motion carried.

Budget amendments must be approved by the Board as an audit requirement. Amendments are necessary to reflect changes that have occurred in 2009 in the revenue and expense accounts. Mrs. Story made the motion that the amendments be approved by the Board and Mrs. Heath seconded. Motion carried. A motion was called for on adjustment of the 2009 budget to account for any overruns in excess of 5% over budgeted amounts. Holsomback provided the list of those funds in the Board materials.

DIRECTOR'S REPORT:

Steve Rogge announced that Mrs. Vanderlick's replacement has been named by Police Juror Richard Vanderlick, but the paperwork and subsequent orientation must wait a while longer. We hope to welcome Terry Shepherd at the February meeting. He is from Boyce and is a loyal Library user along with his school-aged children.

The December Transactions Measure of Use showed a 27% increase over December, 2008. There were over 1.5 million transactions during 2009.

Cindy Martinez from Logan Farms store has agreed to re-open the coffee shop at Regional. She has ideas for an expanded menu to appeal to a broader base, as well as ideas for promotion to generate interest in an improved coffee bar situation there. She has tentatively decided on "Coffee in the Stacks" as a name. Target date is middle-to-late February for opening.

ASSISTANT DIRECTOR FOR OUTREACH SERVICES

Kelly Kingrey-Edwards reported to the Board on the streamlining process underway to eliminate duplication from the Red Carpet van and Bookmobile routes. She plans to repeat the Big Read program next year utilizing the novel Fahrenheit 451.

Tricia Smith has been hired as the new clerk in the Bookmobile area.

INFORMATION TECHNOLOGY

Janie Primeaux noted that the ongoing server replacements necessitated loss of Internet and email for a day. Employees were very happy to get back online.

The teen website is being reworked to include a book or movie review of interest to that group.

IT is working with Technical Services to streamline the ordering process for cartridges and toner for Library printers. A composite database was needed to implement this plan.

PUBLIC RELATIONS AND FRIENDS

Sharin McMonagle announced the Soiree in the Stacks for January 30th. She distributed bookmarks and information for The Perfect Season, and encouraged Board members to attend in LSU shirts and the purple and gold.

OLD BUSINESS

President Smith asked for discussion on Rogge's proposed amendment to the bylaws. The wording he suggested is: "The President and Vice President shall be elected for no more than two consecutive terms." A roll call vote resulted in unanimous approval. This rewording allows Mrs. Lawton to continue in her position as treasurer. She had earlier agreed to keep the office, and there were no nominations from the floor.

Conflict of Interest forms were distributed according to current Library policy. Board members will make necessary corrections and return the forms.

Director Rogge announced the retirement of his Administrative Assistant, Sue Lee. Members and staff enjoyed a farewell refreshment time for Lee's retirement.

The next meeting was scheduled for Tuesday, February 23, 2010 at the Huie-Dellmon House. Meeting adjourned at 4:27pm.

Respectfully submitted,

Steve Rogge
Secretary

Susie Smith
President