

**RAPIDES PARISH LIBRARY
BOARD OF CONTROL
MINUTES**

April 26, 2011

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 Mrs. Alice Story. Ms. Lee Moore was not present.

President Rechs asked everyone to stand and say the Pledge of Allegiance. He then asked for a moment of silence. Mrs. Story moved to approve the agenda, and Mrs. McMahon seconded. The motion was passed. Mrs. Smith moved to approve the minutes from the March 15, 2011, meeting. Mr. Boddie seconded, and the motion passed.

FINANCIAL REPORT

Business Manager Jimmy Holsomback reviewed income and operating expenses for March 2011. He pointed out the receipt of \$61,554 in ad valorem taxes, which brought the year-to-date total to \$3,862,536. RPL received \$66,842, the first of three installments from the State Revenue Sharing, where the State refunds a portion of the Homestead Exemption value. He also mentioned two grants received that month. The Martin Foundation donated \$13,000 for the Martin Branch project, and the Library received \$10,000 from the Playaway Corporation. We received the Playaway grant for winning their national "Picture This" competition. The revenue for March 2011 was \$181,177 and \$4,087,961 year-to-date.

Under the category of expenditures, Mr. Holsomback said the expenditures for March were normal. He did point out \$385,185 paid toward our loan's principal and interest. He also said \$9,076 of the Martin grant were paid to fund the previously mentioned project. The expenditures for March 2011 were \$784,193 and were \$1,554,573 year-to-date. Mr. Holsomback concluded by saying that income and expenses for March 2011 were in order. Mrs. Lawton moved to approve the report, and Mrs. McMahon seconded. The motion passed.

Mr. Holsomback mentioned the annual audit was currently underway. He expected to have a draft of the audit ready for the May Board meeting.

DIRECTOR'S REPORT/ ASSISTANT DIRECTOR FOR DIRECT SERVICES

Because Mr. Rogge was not present, Assistant Director for Direct Services Laura-Ellen Ayres presented both the director's report and her regular report to the Board. She said that although circulation statistics were down 3.12%, overall transactions were up 3.74%, with Internet usage up almost 24%. She explained that the Martin Branch project had been completed, and she passed "before" and "after" photos around to the Board. She also reported that Mr. Rogge had spoken to the Alexandria Lion's Club, after which he received a \$1,000 check from them to be used to purchase large print and audio materials. Then Ms. Ayres asked McDonald Branch Manger Gail Goldberg to make a presentation. Mrs. Goldberg explained the process and qualifications of the Louisiana Support Staff Association of Libraries Paraprofessional of the Year Award. She then presented the 2010 award to Mrs. Brenda Manning, former Gunter Branch Manager.

After the presentation, Dr. Barber asked whether the Board did anything to recognize entities that provide grants or large donations to the Library.

Ms. Ayres announced she had accepted the position of Secretary-Elect for the Louisiana Library Association, and the Board offered her their congratulations. Mrs. Ayres explained that after we completed the Martin Branch project, the Martin Foundation asked what project we would next like to address. We therefore applied to them for a grant to replace three air conditioning units at the Martin Branch. Three of the Branch's four units are approaching permanent failure, but RPL and the City of Pineville have such limited budgets that they cannot afford those replacement units. She next announced a reception for RPL Volunteers to be held on Friday, April 29th at 7 p.m. at the Westside Regional Library. The reception will feature folk musician Gigi Love, and desserts, coffee, and punch will be served. Board members were encouraged to attend.

Concluding with her own report, Ms. Ayres informed the Board that the Library is planning to form a Speakers' Bureau. After explaining about this project, she told the Board we would look for volunteers to help in this effort. She then explained the project that completed the final step of her involvement in the State Library's Executive Leadership Initiative. She said this project would help RPL determine how to best use circulation desk staff to efficiently and effectively serve our customers.

HUMAN RESOURCES

Human Resources Manager Beverlee Lueder asked the Personnel Committee to choose a meeting date to discuss Mr. Rogge's evaluation. The Committee chose to meet at the Huie-Dellmon House at 3 p.m. on Tuesday, May 10th.

ASSISTANT DIRECTOR FOR OUTREACH SERVICES

Kelly Kingrey-Edwards mentioned various community events in which they had participated including The Day of the Young Child, Party for the Planet, and YMCA Healthy Kids Day. They also conducted many programs on their own. Mrs. Kingrey-Edwards also presented a summary of information regarding Library Support Staff Certification managed by the American Library Association-Allied Professional Association. The Board asked questions regarding the expense of such a program and what the Library did to support staff who would receive this certification. Mrs. Lueder explained how it would affect staff salaries, and Mrs. Kingrey-Edwards emphasized the skills and experience involved that would benefit the staff member and the Library as a result of this certification process. Mrs. Goldberg explained how supportive the Library was regarding educational opportunities and vocational organizations.

INFORMATION TECHNOLOGY

Systems Manager Janie Primeaux said she had recently attended the Innovative User Group Conference in San Francisco. Since she had not yet reported to Ms. Ayres, she did not relate any specifics. She also said that as a result of the Windows 7 upgrade in progress, her department has upgraded both the server and the SMS software from the 2003 edition to the 2008 Release 2 edition. Upgrading staff and customer computers to Windows 7 will continue; that project has taken this long because her staff has divide their time among other problems and issues that occur as well as the Windows 7 project.

NEW BUSINESS

Ms. Ayres asked the Long Range Planning Committee to set a date to discuss RPL's proposed Long Range Plan. They will meet at the Huie-Dellmon House at 2 p.m. on Monday, May 16th.

The next meeting is scheduled for May 17, 2011, at the Huie-Dellmon House.

The meeting was adjourned at 4:25 p.m.

Respectfully submitted by

Steve Rogge
Secretary

Glenn Rechs
President

April 2011

