

**Rapides Parish Library
Board of Control
October 19, 2021**

Minutes

The regular meeting of the Rapides Parish Library (RPL) Board of Control was called to order at 3:45 p.m. at the Westside Regional Library, 4616 Provine Place, Alexandria by Vice President Greg Walker.

Board members present were Mr. Walker, Ms. Le'Anza Jordan, Ms. Irene Hobbs, Ms. Lana Havens, Mr. Ralph Roach, Ms. June Arrington, Mr. Morris Taft Thomas and Ms. Dana Cox. Also present were Library Director Celise Reech-Harper and eight members of staff. Board President Michael Fairbanks joined the meeting at 3:55 p.m.

Mr. Walker led the Pledge of Allegiance and invocation.

Agenda

Mr. Thomas moved to approve the agenda, seconded by Ms. Arrington. On unanimous vote, the agenda was approved.

Minutes

Ms. Jordan moved to approve the September minutes, seconded by Ms. Havens. On unanimous vote, the minutes were approved.

Financial Report

Business Manager Stacy Dubrock presented the financial report, which showed an increase in income from e-rate and branch activity. Mr. Fairbanks noted that the line item for automation equipment was under budget. Systems Manager Janie Primeaux responded that some planned projects were not able to be completed this year.

Ms. Dubrock announced she has updated the financial report balance sheet to be more in line with the format of the annual audit. She distributed the new document to everyone in attendance and explained how it compared to the old format. She will present both formats at future meetings to ensure everyone has a chance to become familiar with the new outline.

Ms. Havens motioned to approve the financial report, seconded by Ms. Hobbs. On unanimous vote, the report was approved.

Director's Report

Director Celise Reech-Harper reported the following:

- The Alfred Boyce Wettermark Branch in Boyce will have a soft opening on November 9 ahead of the Grand Opening ceremony on November 12.
- In-house programming will resume at all branches on November 1.
- Strategic planning for 2023-2028 is nearing completion.
- A successful Staff Training Day was held on October 11.

Ms. Reech-Harper also informed the Board that Mr. Morris Taft Thomas was recently awarded a formal commendation by the Rapides Parish Police Jury for his long career of community enrichment. The Board congratulated Mr. Thomas on this recognition and applauded his contributions to the parish.

Human Resources Report

Library Director Celise Reech-Harper requested ratification of Lead Facilities Specialist Larry Huffman. Ms. Havens moved to ratify Mr. Huffman's employment, seconded by Mr. Roach, and the motion unanimously passed.

Outreach and Youth Services Report

Outreach Services Coordinator Tammy DiBartolo expressed the Outreach team's excitement to return to in-house programming and reported on the success of off-site activities such as school visits, farmer's markets, and community partner events. Requests for Library participation in school events has been particularly high.

The Cavanaugh Lectures series will resume this year; LSUA is expected to release dates and further details soon.

IT Report

Systems Manager Janie Primeaux reported that the Sierra system update went well and solved several minor issues. These updates are done twice a year by Innovative Systems.

Mark Torrans has been selected as the new Systems Administrator ahead of Bill Huffman's retirement in November.

Public Relations Report

Public Relations Officer Jennifer Smarr will be promoting Lawyers in Libraries and Native American History Month in November. She also announced a new feature on the Rapides Parish Library website that allows users to contact the library's Facebook chat service directly from the homepage.

New Business

The Rapides Parish Police Jury has approved the reappointment of Ms. Dana Cox to the Library Board of Control for a second term of five years. Ms. Cox recited and signed the Oath of Office before the Board, and the document was notarized by Ms. Tara DeMarco. The Board welcomed Ms. Cox to her second term with a round of applause.

Ms. Reech-Harper distributed 2022 committee preference forms to the Board and requested that they be completed and returned by the November meeting. Nominations for the 2022 slate of officers will be heard at the November meeting; elections will take place in December.

Personnel Committee Chair Lana Havens announced that the committee recommended tabling the discussion on proposed changes to the RPL bereavement and sick leave policies pending further research.

The next meeting will be on November 16, 2021 at the Westside Regional Library.

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

Respectfully submitted by

Celise Reech-Harper
Secretary

Michael Fairbanks
President