

**Rapides Parish Library
Board of Control
April 19, 2022**

Minutes

The regular meeting of the Rapides Parish Library (RPL) Board of Control was called to order at 3:30 p.m. at the Westside Regional Library, 5416 Provine Place, Alexandria by President Michael Fairbanks.

Board members present were Mr. Fairbanks, Ms. Le’Anza Jordan, Mr. Greg Walker, Ms. Dana Cox, Ms. Irene Hobbs, Ms. Lana Havens, Mr. Ralph Roach, and Mr. Morris Taft Thomas. Ms. June Arrington was absent. Also present were Library Director Celise Reech-Harper and seven members of staff.

Mr. Fairbanks led the Pledge of Allegiance and a moment of silence.

Agenda

Mr. Thomas moved to approve the agenda, seconded by Mr. Roach. On unanimous vote, the motion passed.

Minutes

Mr. Roach moved to approve the March minutes, seconded by Ms. Jordan. On unanimous vote, the motioned passed.

Financial Report

Business Manager Stacy Dubrock presented the March financial report. The cost of gasoline and utilities has risen, but by restructuring accounts and switching to online billing, we have been able to reduce some fees. Security equipment and HVAC repair replacements continue to be more costly than anticipated due to supply chain issues.

Mr. Roach moved to approve the financial report, seconded by Ms. Cox. On unanimous vote, the motion passed.

Director’s Report

Library Director Celise Reech-Harper reported the following:

- The staff of RPL received an Alexandria Human Rights Commission Spirit of Community Award in March.
- The Library will no longer require drug screening as part of the initial hiring process. This decision was made to prevent medical discrimination following changes to Louisiana’s cannabis laws this year. Testing will still be required following workplace incidents or on suspicion of impairment, as described in the Employee Handbook.
- There will be a millage election watch party at Wayback’s Arcade on the night of April 30 where staff, Board members, Friends of the Library, and their families are invited to await the election results together.

Direct Services Report

Direct Services Coordinator Lenna Mouton announced that we will be partnering with the Louisiana Workforce this summer to place student workers at some branches.

Human Resources Report

Human Resources Manager Jackie Brown was pleased to share that the newly designed Employee Handbooks were distributed to staff this week.

Outreach and Youth Services Report

Programming & Outreach Supervising Librarian Karla Kirby was very excited to announce that this year's Summer Reading Program will return to live, in-branch programming for the first time in two years.

IT Report

Celise Reech-Harper reported that work continues on the Internet problem; some security issues with the firewall and capacity challenges are being addressed.

Public Relations Report

Public Relations Officer Jennifer Smarr presented flyers for upcoming events, and mentioned that reference and other questions from social media have steadily increased. She suggested a chatbot might be a future solution if the volume of questions becomes too great for staff to handle in a timely manner.

Old Business

None.

New Business

Three existing policies were on the agenda for review and renewal:

- Records Retention Policy – Ms. Jordan's motion to renew, seconded by Ms. Hobbs, was passed unanimously.
- Weapons Policy – Due to possible upcoming changes in state law, Ms. Jordan called for a motion to table the renewal pending further legal review. Ms. Cox so moved, seconded by Ms. Hobbs, and on unanimous vote the item was tabled.
- Rules of the Rapides Parish Library – Ms. Cox's motion to renew, seconded by Mr. Roach, was passed unanimously.

The next meeting will be on Tuesday, May 17, 2022 at the Westside Regional Library.

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

Respectfully submitted by

Celise Reech-Harper
Secretary

Michael Fairbanks
President

April 2022