

**Rapides Parish Library  
Board of Control  
September 20, 2022**

**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, 5416 Provine Place, Alexandria by President Michael Fairbanks.

Board members present were Mr. Michael Fairbanks, Mr. Morris Taft Thomas, Mr. Ralph Roach, Ms. Dana Cox, Ms. Irene Hobbs, and Mr. James Morgan. Ms. Le'Anza Jordan, Ms. June Arrington, and Ms. Lana Havens were absent.

Also present were Mr. Greg Walker, Library Director Celise Reech-Harper, and eight 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 Ms. Cox. On unanimous vote, the motioned passed.

**Board Member Report**

Mr. Morris Taft Thomas, a renowned local artist, presented Mr. Greg Walker with a portrait to commemorate his friendship and service to the Library. Mr. Thomas also presented a portrait in the same style to Ms. Celise Reech-Harper. After the moving presentation, everyone gathered to admire the works, and Mr. Walker and Ms. Reech-Harper expressed their gratitude and delight with the special gesture. Ms. Reech-Harper's portrait will be displayed at the Library's administrative office.

**Minutes**

Ms. Cox moved to approve the August minutes, seconded by Ms. Hobbs. On unanimous vote, the motioned passed.

**Financial Report**

Ms. Reech-Harper presented the financial report on behalf of Business Manager Stacy Dubrock. She reminded the Board that the recent audit returned positive feedback on the Library's financial standing, and informed them that the 2023 budget is in process and will be ready to present at next month's meeting.

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

**Director's Report**

Library Director Celise Reech-Harper introduced new District G Board Member Mr. James Morgan who read aloud his Oath of Office and was welcomed by the Board. She also announced that Staff Training Day will be held on November 7 this year, and there will be a Board Training Day held before the November regular meeting on November 15.

**Direct Services Report**

Direct Services Coordinator Lenná Mouton shared that all branches are currently working to support the Programming and Outreach Department's Rapides Reads initiative as well as promoting Library Card Sign Up Month.

**Human Resources Report**

Human Resources Manager Jackie Brown said that all locations are now fully staffed.

**Outreach and Youth Services Report**

Adult Programming Manager Karen Riley Simmons presented information on Rapides Reads and distributed discussion guides to accompany this year's book choice, *The Book of Lost Friends* by Lisa Wingate. There will be a live Zoom panel on September 29 featuring Ms. Wingate, researcher Diane Plauche, and historian Naomi Carrier. Discussion booklets and bookmarks have been distributed at branches and local coffee shops. Examples were shared with board members.

**IT Report**

Systems Manager Janie Primeaux reported that several improvements are being made throughout the RPL system, an example being that public computers at all branches now automatically log in on startup.

**Public Relations Report**

Public Relations Officer Jennifer Smarr is working to promote Rapides Reads, the upcoming Tales Along the Bayou, and many other events and programs. October is National Friends of the Library Month, which will feature a Friends of the Library membership drive and a Book and Bake Sale hosted by the Glenmora Friends of the Library.

**New Business**

Director Reech-Harper presented a proposal for changes to the Board of Control bylaws. The changes include codifying the procedures for public comments at Board meetings, Board member resignations, and executive sessions, clarifying the terms of the Director's employment, and shifting regular meetings to a bimonthly schedule beginning in 2023. Ms. Cox moved to adopt the revised bylaws as presented, seconded by Mr. Roach. On unanimous vote, the motioned passed.

The Director presented a revised Meeting Room Policy, reformatted and updated to reflect post-pandemic standards. Mr. Roach moved to adopt the revised policy, seconded by Ms. Cox. On unanimous vote, the motioned passed.

The Director presented a revised Investment Policy, which allows the Library to renew certificates of deposit as needed. It was noted that two instances of the word "Treasurer" should be capitalized in the document, which shall be amended. Ms. Cox moved to adopt the policy with the stated amendment, seconded by Ms. Hobbs. On unanimous vote, the motioned passed.

The next meeting will be held on Tuesday, October 11, 2022 at the Westside Regional Library.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted by  
Celise Reech-Harper  
Secretary

Michael Fairbanks  
President

September 2022