

**Rapides Parish Library
Board of Control
November 15, 2022**

Minutes

The regular meeting of the Rapides Parish Library (RPL) Board of Control was called to order at 3:35 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, Ms. June Arrington, Ms. Irene Hobbs, Mr. Ralph Roach, Ms. Dana Cox, Mr. James Morgan, and Ms. Lana Havens. Mr. Morris Taft Thomas 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. Roach moved to approve the agenda, seconded by Ms. Havens. On unanimous vote, the motioned passed.

Minutes

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

Financial Report

Business Manager Stacy Dubrock presented the October financial report, which showed the 2022 budget still on track with no major expenditures apart from gasoline and utilities.

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

Director’s Report

Library Director Celise Reech-Harper reported on the success of Fall Staff Day, her speaking engagement at the Internet Librarian Conference in California, and the State Library’s Fall Admin Day. She also recognized Mr. Thomas for his recent exhibit at the Alexandria Museum of Art and the proclamation by the City of Alexandria naming November 4, 2022 Morris Taft Thomas Day.

Direct Services Report

Direct Services Coordinator Lenna Mouton said that branches are busy preparing for the holiday season. There are plans to replace furniture at several locations in the new year.

Human Resources Report

Human Resources Manager Jackie Brown presented the following employees for ratification:

- Brittney Brooks – ILS Clerk
- Laura Johnson – Substitute Clerk
- Breanna Ragas-Foght – Circulation/Reference Clerk
- Benjamin Sanson – Circulation/Reference Clerk
- Mark Torrans – Senior Support Technician

Ms. Havens moved ratify the appointments, seconded by Ms. Arrington. On unanimous vote, the motion passed.

Programming & Outreach Report

Programming and Outreach Supervising Librarian Karla Kirby reported that fall events were successful this year. Her department is now preparing for holiday events including the very popular Letters from Santa program.

IT Report

None.

Public Relations Report

Public Relations Officer Jennifer Smarr shared a list of Thanksgiving break activities and a flyer for a Books and Blankets drive for patients undergoing medical treatment. Social media numbers for the year will be presented in January.

New Business

Finance Committee Chair June Arrington called upon Ms. Dubrock to present the 2023 proposed budget to the Board. The proposal of \$7,641,880.00 balances increases in equipment and service costs with expected increases in ad valorem taxes and e-rate refunds and includes provisions for an updated phone system. A portion of the budget will be held in reserve for anticipated vehicle and HVAC replacement costs.

Ms. Cox motioned to approve the budget. Ms. Jordan seconded and the motion passed.

A Nominating Committee was formed consisting of Ms. Jordan, Ms. Havens, and Ms. Arrington. The committee will meet prior to the December regular meeting to nominate candidates for 2023 officers: President, Vice President, and Treasurer. Nominations will also be taken from the floor prior to voting at the December meeting.

The next meeting will be held on Tuesday, December 13, 2022 at the Westside Regional Library.

The meeting was adjourned at 4:10 p.m.

Respectfully submitted by
Celise Reech-Harper
Secretary

Michael Fairbanks
President