

**Rapides Parish Library
Personnel Committee of the Board of Control
July 21, 2026**

Minutes

A meeting of the Personnel Committee of the Rapides Parish Library Board of Control was held at the Westside Regional Library, 5416 Provine Place, Alexandria, LA.

Committee members present were Mr. James Morgan (Chair), Ms. Dana Cox, Ms. Jackie Wilson, and Board President Suelynne Mickey (ex officio). Also present were Library Director Celise Reech-Harper, Human Resources Manager Jackie Brown, Associate Director of Direct Services Lenna Mouton, Business Manager Stacy Dubrock, Payroll & Benefits Specialist Jennifer Quebodeaux, and Administrative Assistant Kendra Bertrand.

Mr. Morgan called the meeting to order at 2:35 p.m. and led the invocation.

Ms. Cox motioned to approve the agenda. Ms. Wilson seconded, and the motion passed.

Ms. Reech-Harper presented pricing and design information for RPL logoed polo shirts, requesting approval to purchase two shirts for every library employee. While not part of a required daily uniform, the shirts would promote staff visibility and library branding during regular business and at outreach and public events. The cost of the shirts is estimated at \$2,080 when ordered in bulk.

After confirming that Board of Control members would have the option to purchase the shirts as well, and that staff who wanted more than the provided two could also purchase extras, Ms. Cox motioned to recommend the purchase of the shirts to the Board, seconded by Ms. Wilson. On unanimous vote, the motion passed.

Members of the Administration team presented a comprehensive plan for salary scale adjustments across the library system. With the goal of remaining competitive in the local job market and attracting and retaining quality employees, the new scale was calculated to accommodate a minimum entry-level pay rate of \$15.00 per hour. Ms. Brown stressed that salary scales have not been revised since 2019 and adjustment is needed to bring employee pay into balance with cost of living and insurance rate increases.

A 10.25% increase across all employees except the Director was proposed to ensure entry-level positions meet the new standards while protecting the value of pay for existing staff. Ms. Dubrock explained that adopting the new scale would add \$145,000 to the current budget, but that the expense would be balanced with unused funds from currently unfilled positions. Ms. Quebodeaux clarified that the proposed 10.25% increase would be in addition to the 4% COLA previously approved by the Board for the current budget. While the COLA is applied to employee pay on the anniversary of their hire date, the new adjustment percentage would take affect for all staff on August 10 if approved by the Board.

Ms. Wilson motioned to recommend the approval of the salary scale adjustments to the Board. Ms. Cox seconded, and the motion unanimously passed.

Ms. Reech-Harper presented information on employee compensatory time. Employees are currently encouraged to use compensatory time as it is earned to prevent a build-up over time. However, past procedures allowed employees to bank hours worked over their normal working schedule without attempts at limitation, creating some instances where a large amount of time is owed to more senior

employees. As this may pose a financial liability to the Library in the future when those hours must be paid out at higher rates of pay, Ms. Reech-Harper proposed a one-time payout now to employees who had earned over 20 hours of compensatory time, with a utilization of compensatory time policy enforced for all staff going forward.

Mr. Morgan expressed concern that, while the procedure may have changed, it could be unfair to long-time employees to change the rules and force a payout now. Upon suggesting that the committee consider a system that would grandfather in the old policy for long-time staff, Mr. Morgan motioned to table the vote pending further discussion. The motion to table failed for lack of a second.

Ms. Cox then motioned to recommend the approval of the compensatory time payout to the Board as presented, seconded by Ms. Wilson. On vote, the motion passed with two in favor (Cox, Wilson) and one opposed (Morgan).

The Personnel Committee will meet again at 2:00 p.m. on Thursday, August 6 at the Huie-Dellmon House to review the compensatory pay policy.

With no further business before the committee, Ms. Wilson motioned to adjourn, seconded by Ms. Cox. On unanimous vote, the meeting was adjourned at 3:06 p.m.

Respectfully submitted by

Celise Reech-Harper
Secretary

James Morgan
Committee Chair