

**Rapides Parish Library
Personnel Committee of the Board of Control
August 6, 2026**

Minutes

A meeting of the Personnel Committee of the Rapides Parish Library Board of Control was held at the Huie-Dellmon House, 430 St. James Street, Alexandria, LA.

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

Mr. Morgan called the meeting to order at 2:01 p.m. and led the invocation.

Ms. Cox motioned to add item "Approval of Previous Minutes" to the agenda. Ms. Wilson seconded, and the motion unanimously passed.

Ms. Hobbs motioned to approve the amended agenda, seconded by Ms. Cox. On unanimous vote, the motion passed.

Ms. Cox motioned to approve the minutes of the July 21 Personnel Committee meeting. Ms. Wilson seconded and the motion unanimously passed.

Ms. Reech-Harper presented the library's current Overtime and Compensation Time policy, which is listed in the employee handbook. The current policy states that non-exempt employees who work over the standard 40 hours per week will receive compensatory leave time in lieu of overtime pay. Compensatory leave time is calculated at one and a half hours for every extraneous hour worked. The maximum amount of compensation time employees are currently allowed to carry is 240 hours, with any additional hours worked over this maximum to be paid out as overtime pay.

Because this policy creates financial liability in the form of large future payouts to employees with maximum banked compensatory time, the Library Director and members of the administration team proposed changes to the policy to reduce the accumulation of these hours. Proposed changes include a 20-hour cap on compensatory time earned and prioritization of compensatory leave over vacation or floater leave to encourage the usage of any compensatory hours within 60 days of accrual.

Ms. Reech-Harper stressed that the Personnel Committee may offer suggestions and guidelines to the drafted proposal before advancing their recommendation to the Policies & Reconsideration of Materials committee for final review.

Mr. Morgan expressed that there was not enough time given to fully review the proposal, and that he would be unable to recommend the changes to the next committee without further review. Members of the administration team explained key sections of the proposal and answered questions from committee members. After brief discussion, Ms. Cox motioned to advance the proposal to the Policies & Reconsideration of Materials Committee as a recommendation. Ms. Wilson seconded. On vote, the motion passed with three votes in favor (Cox, Hobbs, Wilson) and one against (Morgan).

With no further business before the committee, Ms. Wilson motioned to adjourn, seconded by Ms. Cox. On unanimous vote, the meeting was adjourned at 2:14 p.m.

Respectfully submitted by

Celise Reech-Harper
Secretary

James Morgan
Committee Chair