

Washington Parish Library
Library Board of Control
Franklinton Branch
Thursday, January 21, 2020, 5:30 p.m.
Meeting Agenda

- I. Call to Order
- II. Roll Call
- III. Prayer
- IV. Pledge of Allegiance
- V. Approval of Minutes
- VI. Director's Report
 - A. Angie update
 - B. Update on training
 - C. Statistics
 - D. Finance Report
- VII. Bulletins/Correspondence
 - A. State Library
- VIII. Unfinished Business
- IX. New Business
 - A. Election of officers 2021
 - B. Director's evaluation
- X. Public Comment
- XI. Adjournment

Washington Parish Library
Library Board of Control
Franklinton Branch
Thursday, January 21, 2020, 5:30 p.m.
Meeting Minutes

- I. Call to Order
The meeting was called to order by Mr. Adams at 5:46 pm on Thursday, January 21st at the Franklinton Branch.
- II. Roll Call by Mr. Barron
Present were Mr. Adams, Mrs. Betts, Mrs. Jackson, Ms. Ross and Mrs. Thomas. The Board Member not present was Mr. Westmoreland
- III. Prayer
A prayer was offered by Mrs. Thomas.
- IV. Pledge of Allegiance
The Pledge of Allegiance was led by Mr. Barron
- V. Approval of Minutes
The minutes were reviewed by each member of the Board after which Mr. Adams called for any corrections or changes that were to be made. There being none, a motion to accept them was made by Ms. Ross, with a second by Mrs. Betts, passing by voice vote of all members present.
- VI. Director's Report
 - E. Angie update
Mr. Barron yielded the time to Mr. Adams and Mr. Steven Lee (of Nobles and Associates, via ZOOM). Mr. Lee pointed out that there are basically three questions to be answered, they are:

Because this project is estimated to cost around the RFP maximum, I will need guidance from the library's legal advisor on what my operating parameters are prior to proceeding with the bidding process.
 1. What are the legal ramifications should any bids come in over 250K?
 2. It may be a good idea to reduce the scope by +/-10% in an effort to ensure the bids are below the \$250k threshold.
 3. What other questions or comments does your legal counsel have regarding this situation?

Mr. Adams noted that Angie would be a phased build. The work would occur in three phases and that each should be open to local contractors on a basis that would allow them to work and bid on the various parts of the job.

Mr. Barron also mentioned the changes in the Thomas community. Mr. Adams noted that it is the fastest growing area in the parish and that the recent changes in the routing through the crossroads would mandate changes to the branch. He instructed Mr. Barron to find out the cost of an addition to the building.

F. Update on training

Mr. Barron noted that each Board member has completed their state-mandated training for the year 2020. The staff is working to complete the state mandated training plus a few extra hours (for a total of 5 mandated by administration) this year. The intent is to keep the staff aware of what changes are going on the web page, databases and other developments.

G. Statistics

The annual statistical report is done. The effects of COV-19 and successive lockdowns have had a pronounced effect on circulation and programming, but use of the website, the databases and e-books has increased. Currently, the library is operating at 50% of its normal capacity (200 visits per day as opposed to 400). Computer usage, Wi-Fi usage is very strong. The first month the library had statistics on wireless usage from the Aruba Access Point showed 551 users and 7,611 sessions. This is coupled to the fact that there are over 500 users and 2000 e-books that were checked out in 2020.

H. Finance Report

Expenses for January are somewhat heavier than the other months, given that many of our renewals for subscription services are due. Currently we've expended about the same as the previous year, but with rises in healthcare. A final state for 2020 will be ready in March. Mrs. Graham said that there were many invoices that were still open. We show that, for 2020, there will be a net effect of revenue over expenses by a higher amount than at the last meeting (\$11,000).

VII. Bulletins/Correspondence

B. State Library

Mr. Barron noted that he had been on a conference call of the library directors with the state librarian. During the call it was noted that libraries are essential to the community. Libraries provide, for all whom want to use them, the chance to get good, reliable high-speed internet access. We also provide a business center so that patrons with needs can use MS Office or use what they need to complete job applications, school classes, payroll or anyone of many different functions. Ms. Hamilton, State Librarian, also noted that the library provides a social outlet for those who may not a place to go.

In three emails, Mr. Barron made the case for rural broadband access and why it was so critical. There is a tendency for some in the community to say “SO WHAT?” with regard to what others do not have and can’t get. The Thomas library is a good example. Though it is the smallest, per square foot, it has the highest volume of Wi-Fi usage. Thomas had 1416 sessions, slightly less than Franklinton. The result of correspondence between Mrs. Magee, Mr. Barron and the State Library has been the awarding of a grant for \$6,700.00 to cover Wi-Fi Hotspots and upgrades to the Wi-Fi infrastructure. The Hotspots have circulated and the staff are encouraged to keep them going as much as possible.

VIII. Unfinished Business

IX. New Business

A. Election of officers 2021

Mr. Adams handed the Meeting off to Mr. Barron. Mr. Barron asked the Board’s preference for officers, should the current slate be kept, or would anyone like to change? A motion to keep the current slate was made by Ms. Ross, with a second by Mrs. Betts, passing by voice vote of all members present.

The officers for 2021 are:

President – Mr. Jim Adams

Vice President – Mrs. Sally Thomas

Treasurer – Ms. Emma Jean Ross

Secretary (Mandated by LA RS 25:211) – Mr. Barron

B. Mrs. Thomas asked to amend the agenda to allow for an executive session for Mr. Barron’s evaluation a motion to amend the Agenda was made by Mrs. Ross with a second by Mrs. Betts, passing unanimously. A motion was called for executive session was called for by Mr. Adams and was made by Ms. Ross with a second by Mrs. Jackson. The evaluation was presented and accepted and a motion to close was made by Mrs. Thomas with a second by Mrs. Ross, passing by voice vote of all members present.

X. Public Comment

Mr. Barron noted that the part time staff of the library carries much of the load of the work and that they have been made to face the uncertainty of not having leave time should they need it. This year, we were lucky enough to be reimbursed for COVID 19 and other related expenses which kept many from having to use their leave. But many depend on their pay and leave and losing either creates a hardship. He further noted that part-time employees of the library are not like those in other systems or business or offices. They want to do the best they can for their patrons. In other libraries, the staff is largely composed of full-time employees, so leave is not an issue for works of less than 40 hours. For hours, though, they represent 60% of our workforce, are devoted to what they do. Most, to be honest, would rather have leave than raises. The leave time, though its use and cost are small, represents security to them.

Mrs. Thomas noted that the Personnel Handbook and changes to leave should be addressed at the next meeting.

XI. Adjournment

A motion to adjourn was made by Mrs. Thomas with a second by Mrs. Jackson, passing by voice vote of all members present.

**Washington Parish Library
Library Board of Control
Bogalusa Branch
Thursday, February 25th, 2021, 5:30 p.m.
Meeting Agenda**

- I. Call to Order
- II. Roll Call
- III. Prayer
- IV. Pledge of Allegiance
- V. Approval of Minutes
- VI. Director's Report
 - A. Angie
 - B. Thomas
 - C. Annual Report
 - D. Finance report
- VII. Bulletins/Correspondence
 - A. State Library Annual Report (1st to finish)
 - B. State library COVID 19/CARES
 - C. Outside projects/Ag Agent & Department
- VIII. Unfinished Business
 - A. Employee Handbook
 - B. Handbook Addendum
- IX. New Business
 - A. Resume submission for board member candidates
(Amended to include executive session)
- X. Public Comment
- X. Adjournment

Washington Parish Library
Library Board of Control
Bogalusa Branch
Thursday, February 25, 2021, 5:30 pm
Meeting Minutes

I. Call To Order

The meeting was called to order at 5:41 pm by the President, Mr. Adams.

II. Roll Call

Present were:

Mr. Adams - Present

Mrs. Betts – Present

Mrs. Jackson – Present

Ms. Ross – Present

Mrs. Thomas - Absent

Mr. Westmoreland – Present

III. Prayer

A prayer was offered by Mrs. Jackson

IV. Pledge of Allegiance

Mr. Westmoreland

V. Approval of Minutes

The director noted that one correction was necessary. On page 4, line 135, before the word “infrastructure”, it should be “wireless infrastructure”, not “Wi-Fi infrastructure”. The correction noted, and there being no further discussion on the matter, Mr. Adams called for a motion to approve the minutes on Thursday, January 21st, 2021 at Franklinton. A motion was made by Mr. Westmoreland to approve the minutes, with a second by Ms. Ross, passing by voice vote of all members present.

VI. Director’s Report

A. Angie

The director noted that the state now allows a \$257,000.00 threshold for the contracting of projects. Essentially, the library can go up to this amount and not have to worry about the traditional bid process. Mr. Lee, of Nobles and Associates noted this. Mr. Adams noted that he felt it best to be a phased-build for budgetary reasons. No one part of the project would exceed a limit set for it. The director noted that Mr. Lee has three questions (as noted in the minutes of 1/21) regarding the construction. Until they

are answered, the company cannot proceed until an opinion is rendered. The director has asked for legal opinion on these questions from Mr. G Wayne Kuhn. [Post-meeting note: director received an email from Mr. Kuhn stating that he would render a decision on phased building and on the manner in which the library wished to proceed, based on the fact that it was used by the Parish in the construction of the new animal shelter].

B. Thomas

The director noted that, per the instructions of the library board, drawing were made of 4 proposals were made of different sizes. A few suppliers and contractors have been contacted and answers are forthcoming. The largest issue isn't labor, but COVID 19 has affected dimensional lumber prices. In one example, it was noted that stud-length 2 X 4's, which normally sell for \$2.00, now sell for \$10.77.

C. Annual Report

The director asked that the board look at one piece of email, from Michael Golrick, Reference Librarian and statistician for the State Library, noted that Washington Parish was the first in the state to get its annual report to the state completed per statute. Not only was WPL first, but an error was discovered in the 2019 report and corrected as well. This error affected other parishes and states.

D. Finance Report

The director noted that the finance report was prepared using the in-house spreadsheets that the library uses and was prepared with the assistance of Mrs. Galivan. Currently, if expenses stay on track as they are, the library should have revenue exceeding expenses, per the spreadsheet on the report. The original estimation, per parish government was in the neighborhood of \$11,000.00 at the end of the year, but this could vary as insurances and increases in fees occur later in the year.

VII. Bulletins and Correspondence

A. State Library & Annual Report

The director noted that, with the help of the staff and Mrs. Magee, that the library was the first in the state to compete the 2020 statistical report. Not only was Washington Parish the first, but there were flaws that were identified in the reporting system that were found first here.

B. State Library/COVID-19/CARES Act.

The State Library of Louisiana, through email, made Mrs. Magee aware of a grant from the Institute for Museums and Library Services, for enhancing rural access to wireless technology. The library, through a mini-grant, qualified for \$6,700.00 for hotspots and

expanded wireless access. The statistics that you saw this month and in January on wireless use were generated by the new Aruba routers.

C. Outside Projects.

The library is partnering with Focus Franklinton and the LSU Ag Center (and the Town of Franklinton) to develop a few projects and apply for grants to enhance and encourage community use of public spaces for exercise and recreation. Some of the ideas are to expand the garden at the Franklinton Branch and define the space with a fence or arbor. One consideration was what would be required for insurance purposes, the other what would be appropriate? Some discussion was held regarding a small pavillon or gazebo.

VIII. Unfinished Business

A. Employee Handbook

Each board member hand delivered a copy of the handbook, which covers all aspects of an employee's work with the library. It specifically addresses many of the necessities required and can be amended and updated as needed. A motion was called for By Mr. Adams to approve the new handbook, it was made by Mrs. Betts with a second by Ms. Ross and approved by voice vote of all members present.

B. Handbook Addendum

The Handbook Addendum contains issues that are separate from but specific to the library apart from Parish Government. After a summary of discussion, the board decided to discuss that matter at the next regular meeting in March.

IX. New Business

Resume submission for board member candidates.

A motion was called for to amend the agenda to allow an executive session to discuss the candidates. A motion was called for by Mr. Adams and was made by Mr. Westmoreland, with a second by Ms. Ross, passing by unanimous voice vote of the members present. A motion was called for by Mr. Adams to open executive session on the matter of the board vacancy. It was made by Mr. Westmoreland, with a second by Ms. Ross, passing by unanimous voice vote of the members present.

The summary of discussion was to ask the candidates for a questionnaire regarding their relative interest in the library. The board required this so that they could better assess each submission.

At the conclusion of discussion, a motion was called for by Mr. Adams to close the executive session. The motion to close the session was made by Mr. Westmoreland, with a second by Mrs. Jackson, passing by unanimous voice vote of the members present

X. Public Comment

XI. Public Comment

There being no further scheduled business to come before the board, Mr. Adams called for a motion to adjourn the meeting. A motion was made by Mrs. Betts with a second by Mr. Westmoreland, passing by unanimous voice vote of the members present.

Washington Parish Library
Library Board of Control
Franklinton Branch
Thursday, March 18, 2020, 5:30 p.m.
Meeting Agenda

- I. Call to Order
- II. Roll Call
- III. Prayer
- IV. Pledge of Allegiance
- V. Approval of Minutes
- VI. Director's Report
 - I. Angie update (Recommendation)
 - J. Franklinton Garden (Franklinton Focus Video)
 - K. Action Franklinton
 - L. 75th Anniversary proclamations (Bogalusa, Franklinton, Parish Council) + Mrs. Helen Dykes Peck
 - M. Finance Report
- VII. Bulletins/Correspondence
 - C. Angie Email Thread
- VIII. Unfinished Business
 - A. Handbook Addendum (Executive Session)
- IX. New Business
 - A. Review of Candidate Member Credentials & Voting (Executive Session)
- X. Public Comment
- XI. Adjournment

Washington Parish Library
Library Board of Control
Franklinton Branch
Thursday, March 18, 2021
Meeting Minutes

- I. Call to Order
Mr. Adams called the board into session at 5:35 pm
- II. Roll Call
The secretary called the roll, present was:
Mr. Adams, Mrs. Betts, Mrs. Jackson, Ms. Ross, Mrs. Thomas and Mr. Westmoreland
- III. Prayer
A prayer was offered by Mrs. Thomas
- IV. Pledge of Allegiance
The Pledge was led by Mr. Galivan (MSgt. USAF, Ret'd)
- V. Approval of Minutes
Mr. Adams call for and a motion was made to approve the minutes of the meeting of February 25th, 2021 by Ms. Ross, with a second by Mrs. Thomas passing by voice vote of all members present.
- VI. Director's Report
 - A. Angie Update
The director reported that he still has not had an opinion or heard from the attorney regarding counsel on the phased build of the proposed Angie Branch. Mr. Adams noted that the attorney is seeking to get an opinion that LA R.S. 38:2212 from the State Attorney General's Office.
 - B. Franklinton Garden
The director highlighted the activities of the Focus Franklinton working group. They are a group that seeks to increase the awareness of the benefits of increased activity and better eating by being active outdoors. To this end, they have applied for and used a small grant to revitalize the garden outside the branch. See:
<https://www.youtube.com/watch?v=kdO05CZuVcE>
 - C. Action Franklinton
The director reported that this is another group that the library is partnering with to attempt to garner support for effort to increase the quality of life for the residents of Franklinton.

D. The Library's 75th Anniversary.

The director noted that, under the Stage II rules at the time, the library may ONLY be able to house 50% of capacity at any one time. Given this, a series of proclamations, each issued by the Parish, Bogalusa and Franklinton have been written and will be read aloud at each respective council meeting. If a board member could accept on behalf of the library, it would show that the library is engaged in the communities it serves. The reasoning is simple: each local body and the parish council have more room for those in attendance, each reading will be on video through Mount Hermon WebTV and the new Bogalusa channel 985 (https://www.facebook.com/wbog985/?ref=py_c). The director also noted that there would be a series of press releases chronicling the history of the library. There will also be a short biography of Mrs. Helen Dykes Peck, the first parish librarian, who turns 100 two days before the library turns 75.

E. Finance Report

The director noted that expenses are one track, for the most part. There is one line, that of program supplies that is largely exhausted, but \$500.00 of this figure are expenses that will be covered by money from the Friends of the library to help with costs of the Summer Reading Program. Overall, based on what parish finance and Mrs. Graham have shown, we are on target for our expenses in the current year.

Mr. Adams then called for a motion to approve the director's report and stipulated that it be included in the minutes. A motion to approve was made by Ms. Ross, with a second by Mrs. Betts, passing unanimously by voice vote of all members present.

VII. Bulletins and Correspondence

A. Angie Email Thread

The director pointed out the email to the attorney of record regarding the legal opinion and questions posed by Nobles and Associates. The email highlights the "running discussion" of the matter between the director, Mr. Lee and Mr. Kuhn.

In other correspondence, as was reported to you earlier, WPLK was the first library in the state to not only finish its annual statistical survey (per Mr. Michael Golrick), but also found an issue in the data collection of the system by bibliostat.

VIII. Unfinished Business

Handbook addendum (Executive Session)

The library Board went into executive session on motion by Mrs. Betts, with a second by Mr. Westmoreland, passing by voice vote of the members present. A motion was made to close the session by Mrs. Betts with a second by Mr. Westmoreland, passing unanimously. A motion was made to approve the addendum to the handbook by Mrs.

Betts with a second by Mrs. Thomas. Mr. Adams then called for a roll call vote of the members present. The votes went as follows:

On this motion in question, to confirm the approval of the addendum to the employee handbook, the motion carried with five voting in the affirmative.

IX. New Business

Review of Candidate Member Credentials and Voting (Executive Session)

A motion was made to go into executive session by Mrs. Betts, with a second by Ms. Ross, carrying by voice vote of all members present. The matter being discussed in due form and instructions being given to the board secretary, a motion was made to close executive session by Mrs. Betts, with a second by Mrs. Thomas, passing by voice vote of all members present.

X. Public Comment

XI. Adjournment

A motion to adjourn was made by Mrs. Jackson, with a second by Ms. Ross, passing by voice vote of all members present.



Washington Parish Library
 Library Board of Control
 Bogalusa Branch
 Thursday, May 20, 2021, 6 PM
 Meeting Agenda

- XII. Call to Order
- XIII. Roll Call
- XIV. Prayer
- XV. Pledge of Allegiance
- XVI. Approval of Minutes
- XVII. Director's Report (In lieu of the Director's Report and business et seq, a motion is requested to suspend the normal course of business to proceed to a program for the library's 75th anniversary.)
- XVIII. Revised Order of Business:
 - A) Greetings by Mr. Adams, Board President
 - B) Swearing in of Ms. Kewanda August (Judge Duke)
 - C) Reading of The Parish President's Proclamation
 - D) Remarks by Mr. Thomas, Mr. Adams, XXXX, XXXX, XXXX
 - E) Special Recognition on the 100th Birthday of Mrs. Helen Dykes Peck
 - F) STEM AWARD Presentation
 - G) Lions Club of Bogalusa
- XIX. Adjournment



Washington Parish Library
Library Board of Control
Bogalusa Branch
Thursday, May 20, 2021, 6 PM
[Meeting Minutes](#)

- I. Call to Order
The meeting was called to order by Mr. Adams at 6:11 pm

- II. Roll Call
The secretary called the roll, present were:
Mr. Adams, President
Mrs. Betts, Member
Mrs. Jackson, Member
Ms. Ross, Treasurer
Mrs. Thomas, Vice President
Mr. Thomas, Parish President and Ex-Officio
Ms. Kewanda August

Absent:
Mr. Westmoreland

- III. Prayer
Mrs. Jackson

- IV. Pledge of Allegiance
Col. Robert Miller, USMC, Retired

V. Approval of Minutes

A motion was made to approve the minutes of Thursday, March 18, 2021 by Mrs. Betts, with a second by Ms. Ross, by roll call vote as follows:

Member	Yea	Nay	Abstain	Absent
Mr. Adams	X			
Ms. August	X			
Mrs. Betts	X			
Mrs. Jackson	X			
Ms. Ross	X			
Mr. Thomas				
Mrs. Thomas	x			
Mr. Westmoreland				x

VI. Director's Report (In lieu of the Director's Report and business a motion is requested to suspend the normal course of business to proceed to a program for the library's 75th anniversary.)

A motion to suspend the regular order of business and follow the 75th Anniversary program was made by Mrs. Betts, with a second by Ms. Ross, voting as follows:

Member	Yea	Nay	Abstain	Absent
Mr. Adams	X			
Ms. August	X			
Mrs. Betts	X			
Mrs. Jackson	X			
Ms. Ross	X			
Mr. Thomas				
Mrs. Thomas	x			
Mr. Westmoreland				x

VII. Revised Order of Business:

- A) Greetings by Mr. Adams, Board President
- B) Swearing in of Ms. Kewanda August by Judge David Duke
- C) Reading of the 75th anniversary proclamations
- D) Special Recognition on the 100th Birthday of Mrs. Helen Dykes Peck
- E) STEM AWARD Presentation to Mr. Hunter Young by the Bogalusa Lions Club
- F) Lions Club of Bogalusa presentation to the library.

VIII. Adjournment

At 7:40 pm. There being no further business to come before the board, a motion to adjourn was made by Ms. Ross with a second by Mrs. Betts, voting as follows:

Member	Yea	Nay	Abstain	Absent
Mr. Adams	X			
Ms. August	X			
Mrs. Betts	X			
Mrs. Jackson	X			
Ms. Ross	X			
Mr. Thomas				
Mrs. Thomas	x			
Mr. Westmoreland				x



Washington Parish Library
Library Board of Control
Thomas Branch
Thursday, June 24, 2021, 6 PM
Meeting Agenda

- IX. Call to Order
- X. Roll Call
- XI. Prayer
- XII. Pledge of Allegiance
- XIII. Approval of Minutes

- XIV. Director's
 - A. Report on library activity
 - 1. Summer Reading
 - 2. Grants due to COVID/CARES (IMLS), ARPA, ECF
 - 3. Finance Reports
 - a. 2020
 - b. 2021

- XV. Bulletins/Correspondence
 - A. State Library
 - 1. CARES Act
 - 2. ARPA (12/31/2020)
 - 3. ECF
 - 4. Statistical Report Changes

XVI. Unfinished Business

A. Angie

XVII. New Business

A. Thomas

B. Deployment of electronic resources under the acts listed above

1. Branches

2. Partners

XVIII. Public Comment

XIX. Adjournment



Library Board of Control
Meeting Minutes
June 24, 2021
Thomas Branch, 5:30 pm

Meeting minutes

I call to order

The meeting was called to order at 6:05 PM

II Roll call.

Present for this meeting were: Mrs. Jackson, Ms. August, Mrs. Thomas, Ms. Ross, Mr. Gallivan, Mrs. Magee, Mrs. Betts, Mr. Barron. Absent: Mr. Adams, Mr. Westmoreland.

III Prayer

A. A prayer was offered by Mrs. Jackson

IV. Pledge of Allegiance was offered by Mrs. Betts

V. Approval of Minutes

On motion by Mrs. Ross, with a second by Mrs. Betts, a motion was made to approve the minutes of the May 20, 2021 meeting. The motion carried by voice vote of all members present.

Name	Yea	Nay	Present	Abstain	Absent
Adams					X
August	X				
Betts	X				
Ross	X				
Jackson	X				
Thomas, R.N.					X
Thomas, S.	X				
Westmoreland					X

VI Director's Report

Report on library activity

1. The Summer Reading Program has, in the last few weeks, had events every Wednesday and Thursday with average attendance being well over 150 attendees per event in the branches. Thomas had over 211 on the day of the board meeting. Maybe it's COVID-19 maybe it's not but we appear to be having a very good summer reading program thanks for the efforts of Mrs. Holiday, Mrs. Porter, Mrs. Dawson, Mrs. Cutrer, Mrs. Seal and Ms. Kelsey they've all made a great effort to pull off the program.

2. Grants due to COVID CARES/IMLS and ARPA please be aware when you look at the finance report for 2020 and for 2021 be aware that we have had some additional federal support I'll just tell you that at this point in 2020 we had a little help with the cares act to the tune of \$7000 roughly 4 expanding wireless access points. The library had roughly \$54,000 in cleaning expenses due to COVID-19, which were covered by a federal funds specifically set aside for that. Now in 2021 we have the ARPA packed which covers two separate programs for rural broadband access. ARPA ("American Recovery Plan Act") is designed to put devices in the hands of people. What the grant does is get computers and tablets in the hands of library users. The Emergency Connectivity Fund, though under the same act, is an extension of that and works as a reimbursement for Internet costs by the library. Keep this in mind when the finance reports are discussed. There is more to report under bulletins and correspondence.

Finance Reports

2020

In discussing the 2020 budget in October, 2019, note was made to what the final numbers might look like when the final report is available in the spring of 2020. For 2021, the numbers are very much on track, as has been reported since April of this year. The budget, when approved, was to have \$10,000.00 in revenue over expenses for 2020. The overall number were a little different, but not in a bad way. Despite the COVID-19 additions to the budget, the revenue and expenditures we were originally programmed for \$1,141,000.00 in revenue and \$1,131,000.00 in expenses with a net return of \$10,000.00 to the fund balance. In actuality, we had \$1,106,000.00 in expenses and of \$930,000.00 budgeted for revenue. Over \$985,000.00 was collected in final. Originally, Prior Year Taxes were budgeted for \$25,000.00. Actual collections for this line item were \$33,000.00. Between keeping expenses down and an increase in the collections for this year there's \$100,000.00 going to the reserve refund. The previous fund balance was \$1,754,000.00 in 2019 and was \$1,850,000.00 for 2020.

For 2021, expenses are on track. There are going to be some personnel changes and that will have an impact on the budget. There are upcoming personnel and other changes that will impact line 102 under expenses for the current year.

VII Bulletins and Correspondence

Between WPL ('Washington Parish Library') and SLOL ('State Library of Louisiana') there has been correspondence on regarding the CARES Act and its effect of the library. With the handouts for this meeting are Wireless Activity Reports from late last year. In these reports, numbers in certain statistical groups are highlighted. Categories are by the type of operating system, type of phone or device, what the usage concerned and the percentage of use. One of the net effects of this act is that it gives the library chance to have a software package that generates exact numbers of usage for a given time period and location. In preparation for this meeting, the data was easy to transpose, the number were correct and true, leading to ease the burden in reporting to outside agencies and parties. For the ARPA and ECF ('Emergency Connectivity Fund'), these reports make correlating use very easy. In prior years, much of the Wi-Fi usage was based on observations by staff of the use inside the building. Now, with the new reports, we know whether the use is inside, outside, what type if operating system, platform and resources are being utilized.

In writing between Associate State Librarian, Meg Placke and State Librarian, Ms. Hamilton, these statistics will help with funding when it comes to reporting to IMLS ('Institute for Museum and Library Services'). Statistics justify use, use is tied to funding.

Currently, per correspondence from Michael Golrick of SLOL, there are two acts before the Congress that may make Wi-Fi funding and rural connectivity part of the ERATE program. Currently, the ECF is only administered by ERATE. If the legislation passes, it will make it a permanent part of the program. The bill of law is termed the BRIDGES Act and is in committee at the current time

Mr. Golrick also reported that there will be sweeping changes in the Annual Report of Libraries in the nest year. There will be changes to the way access to the Internet is tallied as well as program attendance. Specific changes will follow in the near future.

VIII Unfinished Business

Angie Branch

The Angie Project was discussed in some detail, notably Ms. Ross noted that Mr. W. Peters was willing to look over the plans and specifications of the project. It is the intent, by referring to Mr. Peters, a noted commercial contractor, that a realistic estimate of the cost can be made. This will affect the bid getting and bid process of the project. Administration will seek USDA Rural Development help as well land will report at the next regular Board Meeting.

IX New Business

The Thomas Branch Library

The addition of a meeting room was discussed. The addition to the branch of a meeting room and some renovations would serve as a capstone to much of the work at the Thomas Crossroads. Much of what is

taking place between Dr. J. Thomas, The School Board, The Fire District and the Library represents many years of discussion as to what was needed to end the traffic situation, expand parking and eventually make space for an early childhood development center. Administration, by the next meeting, will have a quote for the construction of a meeting room. Ms. Ross pointed out that any addition should have a porch to keep the façade of the building in proper form. The meeting room would feature a separate bathroom and storage area and total between 600-800 ft.²

The deployment of electronic resources under the acts (ARPA, CARES, etc.) listed above will take place after July 1st of this year. Mrs. Magee has worked tirelessly to ensure that the library has outside partners and proper coverage and awareness of more hotspots, more Wi-Fi access and funding for it. The intent is to have 30 hotspots for patrons and a small number for areas independent of library facilities. Currently, Rawl's Pharmacy in Mount Hermon is already onboard with this program. In time, it is hoped that the library can secure between six and 10 partners. These steps are taken to ensure that patrons who do not have regular, reliable access can get it through the library.

X Public Comment

There were no public comments at this meeting.

XI Adjournment

A motion to adjourn was made by Mrs. Betts, with a second by Miss Ross, passing by voice vote of all members present.

Name	Yea	Nay	Present	Abstain	Absent
Adams					X
August	X				
Betts	X				
Ross	X				
Jackson	X				
Thomas, R.N.					X
Thomas, S.	X				
Westmoreland					X

The meeting was adjourned at 7:20 PM

Please note that the next meeting will be at the Enon Branch of the library at 5:30 PM on July 15, 2021. Prior to this meeting there will be a Personnel Committee meeting consisting of Mrs. Betts, Ms. Ross and Mrs. Thomas prior to that time at 4:30 pm.