



Washington Parish Library
Library Board of Control
Franklinton Branch
Thursday, January 19th, 2017, 6:30pm
Meeting Agenda

I. Call to Order

II. Roll Call

III. Prayer

IV. Approval of Last Regular Meeting Minutes

V. Director's Report

A. Budget 2017

B. Discussion of activities

VI. Old Business

VII. New Business

A. Election of Officers

B. Projects for 2017 (Franklinton, Thomas)

C. New Services (Fax by Internet, Wifi Hotspots)

D. Programs (Adult, SRP, Others)

E. Outreach/"Whistlestop" locations

IX. Public Comment

X. Adjournment

NOTE:

Al Barron <tangibrarian@gmail.com>

1/21/16

to peggy, ittechwashlib, Lorraine, Karen, rthomas, Donna, Emma, Louella, Katherine, Emmett, bjones, Sylvia, whollida, nolagirl7

The Board meeting has been cancelled and will be rescheduled for the first Thursday in February at the Franklinton Branch. The reason for the cancellation is the weather, which at this moment is in Baton Rouge, is horrendous according to weather underground.



Washington Parish Library
Library Board of Control
Bogalusa Branch
Thursday, February 16th, 2017, 6:30pm
Meeting Agenda

I. Call to Order

II. Roll Call

III. Prayer

IV. Approval of Last Regular Meeting Minutes

V. Director's Report

A. Budget 2017

B. Discussion of activities

VI. Old Business

VII. New Business

A. Election of Officers

B. Projects for 2017 (Franklinton, Thomas)

C. New Services (Fax by Internet, Wifi Hotspots)

D. Programs (Adult, SRP, Others)

E. Outreach/"Whistlestop" locations

F. Leave Policy

IX. Public Comment

X. Adjournment



Washington Parish Library
Library Board of Control
Bogalusa Branch
Thursday, February 16th, 2017, 6:30pm
Meeting Minutes

- I. Call to Order - Mrs. Ross presiding – the meeting was called to order at 6:37 pm.

- II. Roll Call – Mr. Adams and Mr. Westmoreland were not present for health reasons.

- III. Prayer – Mrs. Thomas led the Board in prayer, asking grace for the recovery of all mentioned: Messrs. Adams, Westmoreland, Caruthers and Porter.

- IV. Approval of Last Regular Meeting Minutes - The minutes from the last regular meeting in October were read and approved on motion by Mrs. Thomas with a second by Mrs. Jenkins, unanimously passing by the vote of all present.

- V. Director's Report
 - A. Budget 2017
Mr. Barron gave a brief discussion of the final number for the 2016 budget and the changes made by the amendment process for 2017. The changes reflects in the leave accrual policy and an increase in insurance premiums by United Healthcare.

 - A. Discussion of activities
Mr. Barron noted that the staff has been very busy in 2017 so far. Computer classes have started and Mrs. Magee, Mrs. Ginn and Mrs. Cambre are off to a running start. Earlier this Month, Ms. Badon, of the Franklinton Branch and Mrs. Lott of the Bogalusa Branch, performed puppet shows at the Bogalusa Charter School for over 180 Children. In the spring, a number of things are scheduled. There will be a concert at Franklinton by Singer Bobby Horton and historical programs for Black History Month. Following this, there will be a number of historical and genealogical programs, 2 programs on 3D printing and a health fair on Saturday, April 22nd, 2017, from 10 am – 2 pm at Franklinton.

Mr. Barron noted that he had met with Representatives Pugh and White, regarding the financial shape of the state library. He also met with Senator Mizell to discuss the situation. He relayed the concerns of the Directors of the Florida Parish libraries on the continued and eroding support at state level for the flagship library in the state.

The Director asked Mrs. Ross if one item could be moved up for discussion, that of the leave policy. Mrs. Ross asked for a motion to do so, which was made by Mrs. Jenkins, with a second by Mrs. Jackson, unanimously passing by the vote of all present.

Mrs. Byrne, Comptroller of the parish, discussed changes to the accrual mechanism for sick leave. The current method requires the library to submit a manual calculation, based on an old formula, which is inconsistent with the payroll program used by the parish. Mrs. Byrne asked the Board to consider a change in the method. She could ask the firm that authors the software to make a script (short program) that can run with a percentage change. Mr. Barron and Mrs. Byrne indicated that such a change to the accrual of sick leave would allow for employees to track their leave with their pay stubs. It would also do away with the manual entry at the beginning of each year. Mr. Barron then asked The Board for the permission to trial the new method and report back to the Board at a later date. A motion was called for by Mrs. Ross and made by Mrs. Thomas, with a second by Mrs. Jackson, unanimously passing by the vote of all present.

VI. Old Business

Mr. Barron noted that the library would have to have a discussion and public on the Children's Internet Protection Act ("CIPA") in the near future. Such is a requirement for ERATE funding. The matter must appear on an Agenda and be noted as a hearing in the minutes. It will most likely occur during the April meeting of the Board of Control.

VII. New Business

G. Election of Officers

Mr. Barron noted that, pursuant to LA R.S. 25:215, the Board must hold an election of officers for each term. Mrs. Ross called for the question and Mrs. Jenkins proposed that all officers be reappointed for the next year, with a second by Mrs. Jackson, unanimously passing by the vote of all present.

The appointments were: Mr. Donald Westmoreland, President

Mr. Jim Adams, Vice President

Mr. John Lewis, Treasurer

Mr. Barron, Director & Secretary (by Statute)

H. Projects for 2017 (Franklinton, Thomas)

Mr. Barron outlined potential projects for Franklinton and Thomas. Franklinton would need some form of storage and Thomas might possibly need to be enlarged slightly to give the small space some growing room.

Mr. Barron also noted that the driveway at the Franklinton Branch may need to be covered either in asphalt or concrete, but this could be accomplished under the regular budget. Mrs. Jackson mentioned Angie and wanted to know where the Administration of the library was with regard to the matter.

Mr. Barron noted that he spoke with Mr. Dawsey, of the town of Angie, and will meet with the Board of Aldermen. This meeting is scheduled for Town's next meeting date in March. Mr. Barron then noted that, he and Mr. Eric Miller had worked up a proposal for a small branch that had a fixed, known cost. The Board then discussed the issue of the old building (the school building). What is readily apparent is that, while the school site offers ample room, there are many unknowns with the space. Asbestos, termites, lead paint and their abatement can lead to a high cost burden.

I. New Services (Fax by Internet, Wifi Hotspots)

Mr. Barron highlighted the wifi hotspot, used during the meeting, to provide access to the internet remotely. The device can support 10-15 devices depending on the amount of bandwidth each uses. The intent is to use the hotspot for classes and demonstrations at remote sites.

Mr. Barron discussed the fax service offered by the library. At some point during 2017, the library will start sending faxes via the internet. The reason for this is that the internet offers a greater speed of transmission than does the simple phone connection.

J. Programs (Adult, SRP, Others)

The Spring of 2017 will be filled with many programs on history. There will be a number of African-American History programs, genealogy programs and one singer, scheduled to appear April 26th at 7 pm in Franklinton.

K. Outreach/"Whistlestop" locations

Mr. Barron pointed out that we might partner with outside actors/agencies. He stated that he would investigate the possibility of this and report back.

L. Leave Policy (Moved up on the Agenda)

IX. Public Comment

There were no public comments at this meeting.

X. Adjournment

There being no further business to come before the Board, Mrs. Ross called for a motion to adjourn at 7:48 pm. The Motion was made by Mrs. Jenkins, with a second by Mrs. Thomas, unanimously passing by the vote of all present.



Washington Parish Library
Library Board of Control
Franklinton Branch
Thursday, March 16th, 2017, 6:30pm
Meeting Agenda

I. Call to Order

II. Roll Call

III. Prayer

IV. Approval of Last Regular Meeting Minutes

V. Director's Report

A. Recent Activities

B. Budget/Finance

VI. Old Business

A. Locations

VII. New Business

A. New Service Proposals/Databases

IX. Public Comment

X. Adjournment



Washington Parish Library
Library Board of Control
Franklinton Branch
Thursday, March 16th, 2017, 6:30pm
Meeting Minutes

I. Call to Order

Mr. Jim Adams, acting as presiding officer, called the Board into session at 6:35 pm.

II. Roll Call

Mr. Barron called the roll and a quorum was present.
Guests included Mr. Levi Lewis of the Parish Council.
Absent were Mr. Westmoreland and Mrs. Jenkins.

III. Prayer

Mrs. Thomas offered a prayer for all those that are sick and in need of healing.

IV. Approval of Last Regular Meeting Minutes

After review and consideration, a motion was made to approve the minutes of the last regular meeting by Mrs. Jackson, with a second by Mrs. Thomas. The motion passed by vote of all members present.

V. Director's Report

A. Recent Activities

Mr. Barron noted that he, Mr. Adams and Mrs. Jackson were present at the Board of Aldermen Meeting for the town of Angie. Mr. Adams made the case for a potential location in the Northeast section of the parish. He further noted that there are a number of possible ideas and locations to consider. Mrs. Jackson stated that the junior high school is but one location, but others were under consideration. The Aldermen said they would support any proposal that the library put before them that might return service to the area and serve the greater area as well. Mr. Barron discussed the "Tangipahoa Metric", as used by the Tangipahoa Parish Library, which is a measure of the per capita cost per month to a citizen. In Tangipahoa Parish, the measure is \$1.40 per patron (customer) per year. In Washington, it is \$1.15 per patron per month. The town Clerk noted that you can't even purchase anything on iTunes for that amount.

B. Budget/Finance

Mr. Barron discussed the final number given him by parish government. The report stated that the revenue and expenses were nearly equal. Revenue was just over \$951,000.00 and expenses were slightly over \$950,000.00. Changes in the 2017 budget reflect increases in insurance costs.

Mr. Barron noted that he was in receipt of a letter from the State Library of Louisiana and that their budget was going to be subject to a cut, not at the state level, but from a federal grant that they receive. The grant, from the Institute for Museum and Library Services covers technological assistance to state library agencies. The grant was cut after a portion of the State Library's budget was cut the previous year. The cut from the prior year put the State Library below its minimum foundation/maintenance of effort level for the grant and the funds were rescinded. This in turn will generate a fee that WPL must pay the State Library for service.

VI. Old Business

C. Locations

A discussion ensued between the Board Members and Mr. Lewis of the Parish Council. While there are many unknowns with regard to the school property, Mr. Barron is in receipt of a quote for a small facility, 1 ½ times the size of Enon, that could serve as a benchmark for future ideas. The board noted that new construction is far less "open ended" than the rehabilitation of an older structure. Both Mr. Adams and Mr. Lewis that there were many alternatives to view. Mr. Adams called for a motion to require the director to find out what the costs of a new branch vs. rehabilitation might be. A motion was by Mrs. Thomas, with a second by Mrs. Jackson, passing unanimously. Mr. Barron will report back to the Board with a range of options for the Board to consider.

VII. New Business

J. New Service Proposals/Databases

Mr. Barron mentioned the wifi hotspot and its use in the library. It had already been used to provide internet coverage for the Angie meeting and was used for one remote genealogy class and database demonstration.

IX. Public Comment

Mr. Lewis discussed with the Board the possibility of seeking additional resources for the library. Mr. Adams replied that the Board has discussed such a possibility. Mr. Adams asked Mr. Barron if he had prepared a cost summary for the operations of a small branch. The document was prepared and ready. Cost for a part-time staff option is a little more than \$30,000.00 per year.

Mr. Adams instructed Mr. Barron to provide cost and location alternatives for possible future site in the area (per motion) and to determine the cost of each.

X. Adjournment

There being no further business to come before the Board, a motion to adjourn was made by Mrs. Jackson, with a second by Mrs. Thomas, passing unanimously.



Washington Parish Library
Library Board of Control
Bogalusa Branch
Thursday, April 20th, 2017, 6:30pm
Meeting Agenda

I. Call to Order

II. Roll Call

III. Prayer

IV. Approval of Last Regular Meeting Minutes

V. Director's Report

A. Budget/Finance

B. Statistics

VI. Old Business

B. Angie town hall discussion/planning

VII. New Business

K. Town hall meeting & branch proposals (analysis of alternatives/options)

L. Considerations for future projects

M. Strategic considerations

N. CIPA hearing

IX. Public Comment

X. Adjournment



Washington Parish Library
Library Board of Control
Bogalusa Branch
Thursday, April 20th, 2017, 6:30pm
Meeting Minutes

- I. Call to Order – The Board was called into session by Mr. Adams, Vice President, acting as presiding officer at 6:32 pm.
- II. Roll Call - The roll was called by Mr. Barron, Secretary of the Board, a quorum was present, with Mrs. Ross and Mr. Westmoreland absent.
- III. Prayer – A prayer was offered by Mrs. Sally Thomas.
- IV. Approval of Last Regular Meeting Minutes
A motion to approve the last regular meeting minutes from the March Meeting in Franklinton was made by Mrs. Jenkins, with a second by Mrs. Thomas, passing unanimously by vote of all present.
- V. Director’s Report
 - A. Budget/Finance
Mr. Barron reviewed projected expenses through the first quarter of the year, 2017.
 - B. Statistics
Mr. Barron reviewed benchmark statistics from 2016, as mentioned in the state annual report and the year-to date statistics.
- VI. Old Business
 - A. Angie town hall discussion/planning
Mr. Barron presented the options previously discussed regarding locations in Angie. Currently, they are a new-build building on exiting property or using the old junior high school in some fashion. Mr. Barron was instructed by the Board to investigate the cost(s) of reconditioning the old structure to meet the needs of the library. His investigation into the matter turned up many unknowns. The Board has concerns regarding asbestos, lead paint and the potential of the school proposal as not being cost effective. Mr. Barron & Mr. Adams both shared evidence of what the cost of abatement for one of the potential

unknowns (to remove asbestos from 1,500 square feet cost approximately \$30,000.00). this coupled with the fact that the space would need new HVAC and ADA compliance puts the cost in excess of what the Board planned to spend.

VII. New Business

A. Town hall meeting & branch proposals (analysis of alternatives/options)

Mr. Barron made mention of another alternative that can split the difference in size and cost. It would be to utilize an existing space, on the main road that is negotiable in price but is far less involved than new construction but more cost effective and with a better location than the previous options.

B. Considerations for future projects

Mr. Barron noted that there were some other projects and needs in the system, but that might be accomplished a bit later in time. Among them are an addition to the Thomas Branch and some form of a storage space for the system.

C. Strategic considerations

Mr. Adams pointed out that, if a branch could be built tomorrow, there would be very little chance to staff it. Mr. Barron, he noted, has pointed out in the last few meetings that costs are on the rise, such as healthcare and wages. He further noted that his last instruction to Mr. Barron during the fall was to take care of the needs of the staff as resources will allow. All costs rise and we must be able to meet the future needs of the system. We must ask the public for the resources to do this. Mr. Adams then called for a motion to seek a 1-mill increase in library funding. A motion made by Mrs. Jenkins, with a second from Mrs. Jackson, passing by "Yes" vote of the quorum of members present. Mr. Adams then asked for a resolution of the Board instructing the Director to see this to completion of this effort.

B. CIPA hearing

Mr. Barron discussed the Children's Internet Protection Act. The act is a requirement by the FCC & Congress that mandates that each facility that is receiving funds from the Universal Services Trust Fund are in compliance with a minimum standard of a "safety net" in terms of policy mechanisms present in the library to potentially prevent children from being exposed to prurient content online. Mr. Barron pointed out that the library does filter and can remove the filter by practice (there is no specific policy in place that covers this) for research, if requested. The policy put before the Board will require a hearing and a reading, that has been publicly advertised, and a formal hearing. At that point, Mr. Adams asked the Board to entertain a motion to open a public hearing to review the policy and hear from the public on the matter of the proposed policy. A motion was made by Mrs. Thomas, with a second by Mrs. Jackson, passing by unanimous vote, to open the CIPA hearing. The policy was read and reviewed. Mr. Adams then asked if anyone from the public had any comment on the policy, none did. There being no questions, Mr. Adams called for a motion to approve the policy before the Board. A motion to approve was made by Mrs. Thomas, seconded by Mrs. Jackson, passing by unanimous consent of all members present. Mr. Adams then asked for a motion to close the hearing on the matter which was made by Mrs. Jenkins, with a second by Mrs.

Jackson, passing by vote of all members present.

IX. Public Comment

Mr. Barron commented on his previous instruction from the Board to gather information on the petrified tree at the Bogalusa Branch. Mr. Barron, working with Mr. Guy, Branch Manager, found an article from 1972 from the Daily News that highlighted the nature of the donation of the object to the library. Mrs. Lorraine Bourn, of the Museums at Cassidy Park, noted that the object is one that could and would be preserved and that it has a unique history. Mr. Adams said that it would be a good project to highlight and have it move to a less precarious location nearer to the building. The Friends of the Library could support such an effort as well as the Civic Association and other local groups.

X. Adjournment

At 8:15 pm, a motion to adjourn was made by Mrs. Jackson, seconded by Mrs. Thomas, passing by unanimous vote of the members present.



Washington Parish Library
Library Board of Control
2017 Meeting Schedule

Meetings:

LBOC (“Library Board of Control”) meetings are scheduled for the third Thursday of the month for January, February, April, August and September. For October, November may be scheduled for the third TUESDAY. Meetings may also be scheduled as necessary, given appropriate public notice.

January, 17, 2017, 6:30 pm, Franklinton (Cancelled, Weather)

February, 16, 2017, 6:30 pm, Franklinton

April, 20, 2017, 6:30 pm, Bogalusa

August, 17, 2017, 6:30 pm, Franklinton

September, 21, 2017, 6:30 pm, Bogalusa

October, 12, 2017, 6:30 pm, Franklinton

November, 9, 2017, 6:30 pm, Bogalusa

Washington Parish Library
Library Board of Control
Bogalusa Branch
Thursday, October 27th, 2017, 6:30pm
Meeting Minutes

I. Call to Order

A call to order was made by the Board President at 6:30 pm.

II. Roll Call

Roll was called by the director. Present were Mrs. Thomas, Mrs. Jackson, Mr. John Lewis and Mr. Westmoreland of the Library Board. Mr. Barron, Ms. Caruthers and Mr. Guy of the library staff were present. Councilman Lewis was present as was Mrs. Fornea of the Angie area.

III. Prayer

A prayer was offered for Mr. Adams who is recovering from surgery.

IV. Approval of Last Regular Meeting Minutes

A motion was made by Mrs. Thomas, with a second by Mrs. Jackson to approve the minutes from September, given that the corrections be made. The motion passed by unanimous vote of all members present.

V. Director's Report

The director reported that all things are moving along quite well and that the staff has applied for and received nearly \$25,000.00 in grant support and donations in the last year. The Enon staff, and in particular, Mrs. Porter, are responsible for the majority of the awards.

The Book Festival was a success, but if there is a next one, it will likely be held in the Spring. Friends and the library will revisit the idea and possibly have a target date of the Spring of 2018.

The director also noted that the statistics for the use of electronic resources are increasing and that there was a short, one-minute video on YouTube and Facebook whose subject was the Learning Express Library.

VI. Old Business

A. Consideration and discussion of using the Angie Junior High Property.

While there is much to consider, the Board must await a number of outside reports before forming any opinion. There is no favored option, whether it is a "Thomas" or "Enon" style solution or using the existing structure.

VII. New Business

A. Holiday Schedule

The proposed schedule is as follows:

Holiday and Closure Schedule Washington Parish Library, 2017 (PROPOSED) (Now adopted)

2017:

Monday, January 2nd, 2017, New Year's Day

Monday, January 16th, 2017, Martin Luther King Day

Saturday, February 25th, 2017, Bogalusa Branch Closure (Parade, hours to be made up in the pay period)

Tuesday, February 28th, 2017, Mardi Gras Day

Friday, April 14, 2017, Good Friday

Monday, May 29, 2017, Memorial Day

Tuesday, July 4, 2017, Independence Day

Monday, September 4, 2017, Labor Day

Monday, October 9, 2017, Staff Training Day, Library Closed Report time 9 am.

Wednesday, October 18, 2017, Washington Parish Fair, opening day

Thursday, October 19, 2017, ½ day for the parish fair

Friday, October 20, 2017, ½ day for the parish fair

Saturday, October 21, 2017, Closed day for the parish fair

Thursday, November 23, 2017, Thanksgiving Day

Friday, November 24, 2017, day after Thanksgiving Day

Monday, December 25, 2017, Christmas Day

Notes: The Saturdays of the major Christian observances (Christmas & Easter, the 15th of April and 23rd of December) are CLOSED DAYS. This means that the staff will have these days off, but are not paid holidays.

On motion of Mrs. Thomas, with a second by Mrs. Jackson, the Board approved the schedule for 2017-18. The vote was unanimous.

B. Meeting Schedule

Meetings:

LBOC (“Library Board of Control”) meetings are scheduled for the third Thursday of the month for January, February, April, August and September. For October, November may be scheduled for the third TUESDAY.

Possible meetings for the Friends of the Washington Parish Library are the 4th Thursday of each month, as called by the president of the Friends.

Manager’s meetings will be for the first Wednesday of each odd-numbered month and will be held at Library Headquarters. (The Months of January, March, May, September & November).

There are no regular meetings scheduled during the summer, except as conditions need. This is due to the staff commitments to the Summer Reading Program.

C. Grant Discussion

As noted in the director’s report, the library has been the recipient of much help from the Friends, International Paper, the Dollar General Literacy Foundation, the Kyler Foundation and from 3D Systems. The grants have made a difference in programming, but the effort to get them has been considerable. The director stated that the library has had some shortfalls in state funding and that the grants help, but are not regular revenue.

D. Executive Session

On motion by Mrs. Thomas, with a second by Mrs. Jackson, the Board went into executive session to evaluate the director and discuss and his retention. The motion passed by unanimous voted of all members present. A motion to close was made by Mr. Lewis, with a second by Mrs. Jackson, passing unanimously by vote of all present.

A motion was made by Mrs. Jackson, with a second by Mr. Lewis, to amend line 102 of the library budget to accommodate this change. The motion passed unanimously by vote of all present.

IX. Public Comment

There was a discussion of the Angie Project by Mr. Lewis. The Library can act and has the funds to build, but there are many obstacles ahead.

X. Adjournment

On Motion of Mrs. Thomas, with a second by Mrs. Jackson, the Board of Control motion to close the meeting at 8:17 pm. The motion had a unanimous vote of all members present.



Washington Parish Library
Library Board of Control
Franklinton Branch
Thursday, November 2, 2017. 6:30 PM
Meeting Agenda

- I. Call to Order
- II. Roll Call
- III. Prayer
- IV. Approval of Last Regular Meeting Minutes
- V. Director's Report
- VI. Old Business
- VII. New Business
 - A. Budget Hearing/2018 Budget
 - B. Angie Contract
- VIII. Public Comment
- IX. Adjournment



Washington Parish Library
Library Board of Control
Franklinton Branch
Thursday, November 2, 2017. 6:30 PM
Amended Meeting Minutes

- I. Call to Order
The board was called into session by Mr. Westmoreland at 6:30 PM.

- II. Roll Call
Present were:
Mr. Westmoreland
Mr. Adams
Mrs. Jackson
Ms. Ross
Mrs. Jenkins
Mrs. Thomas

- III. Prayer
A Prayer was offered by Mrs. Thomas.

- IV. Approval of Regular Last Meeting Minutes
There were two sets of minutes to approve:

A motion to approve the minutes for September was made by Mrs. Jenkins, with a second by Mrs. Jackson and approved by voice vote of all members present.

A motion to approve the minutes for October was made by Mrs. Jenkins, with a second by Ms. Ross and approved by voice vote of all members present.

- V. Director's Report
Enon Completion
The director reported that the addition to the Enon Branch was completed and is in use. The space will allow the staff space for storage, a work area and an additional

restroom. On consulting with Mrs. Holiday, the Director decided to delay any potential ceremony marking the completion of the work. The addition allows a large area in the center of the building for students to enjoy many of the activities provided by Mrs. Holiday and Mrs. Porter. The Friends of the Library gifted the Enon Staff a refrigerator and it is in use now. The director noted that there was some good news as far as the budget was concerned and that the library was in good standing. He said that more would be covered on this subject under New Business during the 2018 budget hearing.

VI. Old Business

There was no old business to report on at this meeting.

VII. New Business

A. 2018 Budget Hearing

A motion to open the budget hearing was made by Mr. Adams with a second by Mrs. Thomas and was passed by voice vote of all present.

The Director noted the revenue and expenditures for the current year. The budget was set as a percentage of overall revenue, with revenue ahead of expenses. With regard to the 2017 budget, Mrs. Graham noted that the library was in balance and it was not necessary to amend the 2017 budget.

2018 Proposed Budget

The Director stated that the 2018 budget looks much like the 2017: the revenues budgeted are much the same with a little different emphasis such as technology, programming and the budgeting for the American Library Association convention in New Orleans in June, 2018. This will allow any interested board or staff member the opportunity to attend. The members of the board reviewed the 2018 budget and noted the changes from the previous year. On motion of Mrs. Jenkins, with a second by Mrs. Thomas, a motion was made to open the hearing to public comment, unanimously passing by voice vote of all members present. A few comments were made concerning the library's long term funding, but both the Director and Mr. Adams said that the library tries to stay within its means.

There being no further public discussion on the budget, a motion was made to close the budget hearing by Mr. Adams, with a second by Mrs. Ross, passing by vote of all members present.

A motion was made, after the public comment period, to accept the 2018 budget for the Washington Parish Library. A motion was made by Mr. Adams, with a second by Mrs. Thomas to adopt the proposed 2018 budget for the next

year. The motion was discussed and Mr. Westmoreland called for a vote on the question at hand, which unanimously passed by voted of all members present.

B. Angie Contract

The Director presented the services contract from Nobles and Associates for the future Angie Branch. The contract contains a 10% for engineering services, and the buildings projected cost is \$200,000.00, not including the fee. The Director further asked the board to consider a total project budget for the new facility. His reasoning for this was to allow for furniture, materials and other purchases as are necessary for the opening of a new facility. Mr. Adams said that what is prosed is not out of line, but he would like to see a review of the contract but the attorney of record for the library. Mr. Westmoreland said that a legal opinion would have to be considered before any action could be taken. The director said that he would seek the opinions of both the attorney, Mr. G. Wayne Kuhn and of the Director of Public Works, Mr. Leo Lucchesi in the coming weeks. A motion to defer action on the contract until it has been reviewed was made by Mr. Adams, with a second by Mrs. Ross, which passed by voice vote of all members present.

VIII. Public Comment

Mrs. Lorraine Bourn of the Friends of the Washington Parish Library noted that the Friends support library programming in the branches. She felt that the library administration should not be involved in controlling this process. Mrs. Bourn stated that the Friends give wide latitude of support and if emergency purchases are necessary, then they should be made. The branch manager should have the final word necessary.

IX. Adjournment

A motion to adjourn was made by Mrs. Thomas at 7:50 PM. A second was made by Mrs. Jenkins which passed by a voice vote of all member s present.