

Washington Parish Library
Library Board of Control
Bogalusa Branch
Thursday, November 21, 2024, 5:30pm
Meeting Minutes

I. Call to order by President at 5:43pm

II. Roll Call by Director

Board Members Present: Mrs. Suzie Betts, Ms. Penny Moses, Ms. Emma Ross, and Mrs. Sally Thomas.

Absent: Ms. Kewanda August and Mr. Perry Talley

Guests: Mr. Patrick Galivan

III. Invocation by Ms. Emma Ross.

IV. Pledge of Allegiance by Mr. Emmett Guy.

V. Approval of Agenda

A motion was made by Ms. Moses to approve the agenda; seconded by Mrs. Thomas.

Mrs. Suzie Betts: Yes

Mrs. Sally Thomas: Yes

Ms. Emma Ross: Yes

Ms. Kewanda August: Absent

Mr. Perry Talley: Absent

Ms. Penny Moses: Yes

Motion passed.

VI. Approval of Minutes from September 30, 2024 meeting.

A motion was made by Ms. Moses to approve the minutes from the previous meeting on September 30, 2024 at the Franklinton Branch; seconded by Ms. Ross.

Mrs. Suzie Betts: Yes

Mrs. Sally Thomas: Yes

Ms. Emma Ross: Yes

Ms. Kewanda August: Absent

Mr. Perry Talley: Absent

Ms. Penny Moses: Yes

Motion passed.

VII. New Business

A. Budgets

1. 2024 Updated Budget

Mrs. Ireland updated the 2024 Budget to include a Marketing line at the suggestion of the State Library. She also increased a couple of lines, including the one for supplies to allow for each branch to have a station where patrons can use office supplies.

A motion was made by Ms. Ross to approve the agenda; seconded by Ms. Moses.

Mrs. Suzie Betts: Yes

Mrs. Sally Thomas: Yes

Ms. Kewanda August: Absent

Ms. Penny Moses: Yes

Ms. Emma Ross: Yes

Mr. Perry Talley: Absent

Motion passed.

2. 2025 Budget

Mrs. Ireland adjusted the 2025 Budget to include a Marketing line at the suggestion of the State Library.

A motion was made by Mrs. Thomas to approve the amended budget; seconded by Ms. Ross.

Mrs. Suzie Betts: Yes

Mrs. Sally Thomas: Yes

Ms. Emma Ross: Yes

Ms. Kewanda August: Absent

Mr. Perry Talley: Absent

Ms. Penny Moses: Yes

Motion passed.

B. Affirm the new Branch Manager for Franklinton

Mrs. Ireland presented Ms. Brooke Eugin as the new Branch Manager of the Franklinton Branch. Several years before Mrs. Ireland was hired, the Board voted that the Director must get Board approval when the library is hiring for any management position. Mrs. Ireland asked the Board if they wanted to affirm Ms. Eugin or if they wanted to revoke the previous decision.

A motion was made by Ms. Moses to remove the affirmation process and return the hiring decisions to the Director; seconded by Ms. Ross.

Mrs. Suzie Betts: Yes

Mrs. Sally Thomas: Yes

Ms. Emma Ross: Yes

Ms. Kewanda August: Absent

Mr. Perry Talley: Absent

Ms. Penny Moses: Yes

Motion passed.

VIII. Old Business

A. Holiday Updates

Mrs. Ireland updated the calendar, removing the Staff Day on President's Day and replacing it with a Staff Day on Friday, March 21, 2025, which will allow the staff to attend the main day of the Louisiana Library Association (LLA) Conference.

A motion was made by Mrs. Thomas to approve the updated 2025 Holiday and Closures Schedule; seconded by Ms. Ross.

Mrs. Suzie Betts: Yes

Mrs. Sally Thomas: Yes

Ms. Emma Ross: Yes

Ms. Kewanda August: Absent

Mr. Perry Talley: Absent

Ms. Penny Moses: Yes

Motion passed.

B. LBOC Meeting Dates

Mrs. Ireland presented a list of dates for the Board to approve for future LBOC meeting dates. The list includes the regular meeting times of every other month in accordance with the Bylaws of the LBOC, as well as meetings for some of the months between. The March meeting was adjusted as it conflicted with the LLA Conference. It was also decided that meetings would not be held in April or October due to holidays around those times. The time for the meetings was also adjusted from 5:30pm to 5pm.

A motion was made by Ms. Moses to approve the 2025 LBOC Meeting Schedule; seconded by Mrs. Thomas.

Mrs. Suzie Betts: Yes

Mrs. Sally Thomas: Yes

Ms. Emma Ross: Yes

Ms. Kewanda August: Absent

Mr. Perry Talley: Absent

Ms. Penny Moses: Yes

Motion passed.

IX. Executive Session - Board Applicants, Personnel

A motion was made by Mrs. Thomas to enter executive session at 6:31pm; seconded by Ms. Ross.

Mrs. Suzie Betts: Yes

Mrs. Sally Thomas: Yes

Ms. Emma Ross: Yes

Ms. Kewanda August: Absent

Mr. Perry Talley: Absent

Ms. Penny Moses: Yes

Motion passed.

A motion was made by Mrs. Thomas to exit executive session at 7:41pm; seconded by Ms. Moses.

Mrs. Suzie Betts: Yes

Mrs. Sally Thomas: Yes

Ms. Emma Ross: Yes

Ms. Kewanda August: Absent

Mr. Perry Talley: Absent

Ms. Penny Moses: Yes

Motion passed.

X. Adjournment

A motion was made by Mrs. Thomas to adjourn; seconded by Ms. Moses.

All present Board Members agreed. **Motion passed.**

Meeting adjourned at 7:41pm.