

**IBERVILLE PARISH LIBRARY**  
*BOARD OF CONTROL MINUTES*

24605 J. Gerald Berret Blvd.

February 21, 2019

1:00 P.M.

**Board Members Present**

Ms. Charlene Bishop  
Mr. Clotis Johnson  
Mr. Eugene LeBlanc  
Mr. Mark Murrell-Board President  
Ms. Mary Obier  
Ms. Tonya Orcino  
Mrs. Deena Thomas

**Board Members Not Present**

Mr. Edward "Lucky" Songy

**Administration Present**

Mr. David Hughes, Assistant Library Director  
Mrs. Wanda Jones, Administrative Assistant  
Ms. Yolanda Osborne, Human Resources Director  
Mr. Michael Staton, Library Director.

Call to Order Board President Murrell at 1:00 P.M.

A motion was made to accept the minutes of the previous meeting, with necessary corrections, by Mr. LeBlanc, second by Ms. Bishop. The motion carried unanimously.

Public Comments- None

**LIBRARY BOARD MATTERS**

Mr. Staton advised the board that the LLA conference will be held on March 13-15, 2019 in Baton Rouge, Louisiana at the Crown Plaza Hotel. The Trustee Luncheon is on 3/14/19 at noon and the Board Members who were interested in attending were Ms. Bishop, Mr. Johnson, Mr. Murrell, Ms. Obier and Ms. Orcino.

Mr. Staton advised the board that the new IPRD Director, Dwayne Boudreaux, wants to partner with IPL to show summer family movies outdoors in the Fall. IPL has purchased the setup and the movies will be showed once a month on the baseball diamond with the screen accommodating 1,000-1,500 people. This programming has also been discussed referencing being shown in other parts of the parish. IPRD will also be partnering with IPL for a new LED Digital Display which is inclusive of the ARC, but no quotes have been obtained thus far.

Mr. Staton handed out the 2018 surplus funds list to the board. Mr. Staton and the board discussed the items on the list in depth. The board members looked at the prioritized list from Mr. Staton, highlighting that the prioritized items are an HR office, the study carrels and a new delivery van. A motion was made by Ms. Bishop to accept all items on the list, second by Mr. LeBlanc. The motion carried unanimously.

Mr. Staton reminded the board of the Annual Ethics Training; and in addition, he advised them of another new Annual training, which references Act 270-Sexual Harassment. Ms. Osborne will be getting certified as an Ethics Trainer, but we are not sure if the Sexual Harassment Training will fall under the Ethics. Mr. Staton advised the board that he will check into that and get back with them at the next meeting.

**REPORTS**  
**STATISTICAL**

Mr. Staton advised the Board that the circ numbers for 2018 were up 22,000 over 2017. The computer usage is down, but our wireless is making up the difference. Our database usage is still down, but reason being EBSCO was not recording things correctly. Overall our numbers are looking good.

**FINANCIAL**

Mr. Staton advised the board that the high-yield account collected \$30,278.18 in 2018 and a little over \$3,000 in 2017. The rate went up from 1.9 % in 2018 to 2.35% this year, so we may be on target to collect over \$40,000 by 12/31/19.

**BUILDING AND EQUIPMENT**

Mr. Staton advised the board that the HAVC unit at EI has been replaced. The project was budgeted \$19,000 but came in at only \$12,000. Mr. Staton advised the board that the 5 smaller branches HAVC units will all be replaced in the next 2 or 3 months.

**PERSONNEL**  
**EXECUTIVE SESSION-(RECORDER PAUSED)**

Mr. Staton advised the board we have a PT vacant position that has been considered being reclassifying to FT. The cost to move this position to FT is \$24,000. A motion was made to reclassify the position by Ms. Bishop, second by Ms. Orcino. The motion carried unanimously.

**TECHNOLOGY**

Mr. Staton advised the Board that we are getting more security on our computers because of the Ransom-ware attack last summer and that we are working with IPC to get LASERFICHE, which will tremendously cut down audit time.

Mr. Staton advised the Board that timeclocks are on pause because the parish is installing them, but the new IT Coordinator, Jayce Morales, is invested in helping us out.

Mr. Staton advised the board that we have new copy machines installed at all branches.

**ACTIVITIES**

The Grey Monkey Parade will be held April 5, 2019 at the waterfront park.

FIPL BOOK SALE will be held March 19-23, 2019 at COPAC.

Mr. Staton advised the board of a request for changing operating hours for White Castle and Rosedale. A motion was made to change the operating hours by Ms. Obier, second by Ms. Orcino. The motion carried unanimously.

Jazzy Jazz was a success and all artwork is on sale.

**ADJORNMENT**

Meeting was motioned to adjourn by Ms. Bishop and second by Ms. Orcino. The motion carried unanimously. The time was 2:13 p.m.

**APPROVAL OF BOARD MINUTES BY**

\_\_\_\_\_  
Mr. Mark Murrell  
Board President

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Date