

IBERVILLE PARISH LIBRARY
BOARD OF CONTROL MINUTES

24605 J. Gerald Berret Blvd.

December 17, 2020

3:30 P.M.

Board Members Present

Ms. Charlene Bishop
Ms. Jan Drinkwater
Mr. Clotis Johnson
Mr. Mark Murrell-Board President
Mr. Mary Obier
Ms. Tonya Orcino
Ms. Deena Thomas-Virtual

Board Members Not Present

Mr. Edward "Lucky" Songy-
Ex-Officio

Administration Present

Mr. David Hughes, Assistant Library Director-Virtual
Yolanda Osborne, HR Director
Mr. Michael Staton, Library Director

Administration-Not Present

Mrs. Wanda Jones, Ms.
Administrative Assistant

Meeting Called to Order by Board President Murrell at 3:45 P.M.

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

Public Comments- None

LIBRARY BOARD MATTERS

COVID-19 UPDATE- Mr. Staton advised the Board that in March of 2020, the COVID-19 pandemic halted business at all branches of the Iberville Parish Library. IPL's organization was ordered to shut down by Iberville Parish President, Mr. Ourso. He mentioned that the parish hired a consultant to provide guidance for all IPC departments, but the guidance affected the library a little bit more in depth due to IPL's buildings having more carpet than the other parish entities. Currently, IPL has spent almost \$900,00 fixing PLAQ, WC, EI and MR branches, which is the 4 that were allowed to re-open, prior to Louisiana going back to phase 5. The remaining 4 branches, BP, BS, GT, and RD, because of the nature of the building, being a one-entry point building, were not allowed to re-open until Louisiana reaches Phase 5. He discussed the original proposal for construction being divided into 3 phases. Mr. Staton advised the board that in late August, he was notified by the Parish that IPL was going to submit cost to be reimbursed through the CARES ACT Funding. An amount of \$835,000 worth of items was submitted and the bulk of which was rejected twice by the state. This funding was appealed a total of three times and rejected by as high as the chair of the committee. Ms. Bishop asked if they gave a reason why the submission was rejected. Mr. Staton advised the board that he never received any paperwork, but it was communicated to him that it was rejected for being too excessive. Mr. Staton advised the board that he has nothing in writing from the parish. The items the Cares act did reimburse totaled a little over \$14,000. Mr. Staton then spoke with Mr. Dunn and advised him that IPL was running low on funds to continue the project. Mr. Dunn advised him to get with Mr. Ourso about a meeting to discuss. Mr. Staton received email from Mr. Dunn last week stating that he had already spoken to Mr. Ourso and he stated, Mr. Ourso said IPC was not in a position, to pay for anything at this point, as their CARES ACT Funding had also been rejected. Per Mr. Dunn, the parish is trying to submit to FEMA and a

potential third round of CARES ACT funding for any future expenses may be available. Mr. Murrell gave the board an update on the meeting he had with the Parish President.

BUILDING AND EQUIPMENT-Update

Construction -Phase 1-Plaquemine is almost complete with minor punch list items to be completed.
Construction-Phase 2-(EI, WC, MR)-close to completion, but still in progress with punch list items.
Construction-Phase 3-(BS, BP, GT, RD) Cancelled completely

**BUDGET FOR FY2021 –
REVENUES**

Mr. Staton advised the board of the following:

- DAF GRANTS have been suspended for 2021-line item decreased.
- Interest Earning-high yield account is tied to Federal Reserve rate-line item decreased.
- Other Revenue-IPL not able to receive cash payments until LA reaches phase 4 in COVID recovery-line item decreased.

The total change for these revenue funds decreased by \$78,000.

EXPENSES

Mr. Staton advised that the staff has already been made aware of no raises this year.

Mr. Staton advised the board that we had decreases in some budgeted lines items. Ms. Bishop posed a question that if IPL got some unexpected funds, could the budget be re-visited and yes, the board would meet again to earmark those funds, per Mr. Staton. A motion was made to approve the budget, by Ms. Bishop, second by Mr. Johnson. The motion carried unanimously.

ANNUAL ETHICS AND SEXUAL HARASSMENT TRAINING - Ms. Staton reminded the board the annual Ethics Training is to be completed by YE 2020 and he noted that Mr. Hughes can assist with set up at the branch.

**REPORTS
STATISTICS**

Mr. Staton mention to the board that the numbers were down due to COVID-19 shut down.

- Computer usage is high-wireless is through the roof.
- Checkout making a come-back, but it will be a low year.
- All on-line resources show big increase (hoopla, overdrive)

Mr. Staton advised the board the IPL had a lot of virtual programming including SRP. He also gave kudos to the staff for doing a good job in stressful times.

FINANCIAL

Mr. Staton mentioned that these numbers were through 11-16-2020 and the projection for year end fund balance was a little over \$200,000.

BUILDING AND EQUIPMENT-already discussed

PERSONNEL

Mr. Staton advised the board that the pop-up libraries at the closed branches (BP, BS, GT AND RD) dates and times on website. Mr. Staton advised the board that the Bookmobile was not purchased.

TECHNOLOGY

Mr. Staton advised the board that we have contracted with Ram out of Hammond.

ACTIVITIES

Mr. Staton advised the Board that the Gray Monkey Parade 2021 is currently cancelled. The staff is looking at other options and depending on how the year goes, there is a chance that something could happen later this year.

Ms. Bishop mentioned that FIPL still has funds in the budget to give to Libraries to purchase things are not in the budget and request that the board encourage libraries to apply for funding. She also mentioned that FIPL did renew their business license.

Ms. Bishop wanted to compliment Mr. Staton and staff for keeping the library going in COVID-19, trying times.

ADJORNMENT

Meeting was motioned to adjourn by Ms. Orcino and second by Ms. Bishop. The motion carried unanimously. The time was 4:55 p.m.

APPROVAL OF BOARD MINUTES BY

Mr. Mark Murrell
Board President

Date