

**Iberville Parish Library**  
*Board of Control Minutes*

24605 J. Gerald Berret Blvd.

November 16, 2023

1:00 P.M

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>
Ms. Charlene Bishop- <b>Board President</b>	X	
Ms. Jan Drinkwater	X (arrived after roll call)	
Mr. Clotis Johnson		X
Ms. Madeline Kessler	X	
Ms. Mary Obier	X	
Ms. Tonya Orcino	X	
Ms. Deena Thomas		X
Mr. Edward "Lucky" Songy, Ex-Officio		X

Also in attendance: Jennifer Seneca, Library Director; David Hughes, Assistant Library Director; Yolanda Young, Human Resources Director

**CALL TO ORDER**

- Meeting Called to Order by Board President Charlene Bishop at 1:02 p.m.
- Roll call taken.

**ADOPTION OF MINUTES**

Motion by Ms. Orcino to approve the minutes of the September 21, 2023, meeting. Second by Ms. Obier. Motion passed.

*Ms. Jan Drinkwater enters the room and joins the meeting.*

**PUBLIC HEARING ON 2023 AMENDED BUDGET AND 2024 PROPOSED BUDGET**

- IPL patron Brendan Collins spoke to the library board about services he would like the library system to consider and implement to better serve the community making note that many of the requested services patrons would need to travel to a larger library system across the river to obtain.

**NEW BUSINESS**

**Consideration of the 2023 Amended Budget and 2024 Proposed Budget**

- Ms. Seneca presented the 2023 amended budget.
- Motion made by Ms. Obier to approve the 2023 amended budget. Seconded by Ms. Kessler. Motion passed.
- Ms. Sence presented the 2024 proposed budget.
- Motion made by Ms. Jan Drinkwater to approve the 2024 proposed budget. Seconded by Ms. Orcino. Motion passed.

## Meeting Dates for the Library Board of Control 20242024 Meeting Dates

- Ms. Seneca prepared the 2024 list of meeting dates based on the board bylaws and distributed it to all members.

## Updated policies for review

- Ms. Seneca present the following policy updates: Budget and Financial Management Policy, Materials and Fee Charges Policy, Collection Development Policy, Personnel Policies – Holiday Schedule
- Motion by Ms. Drinkwater to approve all policy amendments as presented. Seconded by Ms. Orcino. Motion passed.

## Surplus Equipment list review

- Ms. Seneca presented a list of broken and obsolete equipment and furniture for disposal and auction dependent on item condition.
- Motion by Ms. Obier to accept list as presented and approve the disposal or auction of items dependent on condition. Seconded by Ms. Orcino. Motion passed.

## Director's Reports

- **Financial Report** – Not presented since the information was covered by agenda related to the amended and proposed budgets.
- **Statistical Report** – Ms. Seneca provided the latest statistics to the library board.
- **Buildings and Equipment Report** – Ms. Seneca updated the library board on current maintenance projects.
- **Personnel Updates** – Ms. Seneca presented an updated organizational chart based on recent shifts in personnel. Ms. Seneca discussed upcoming changes in staffing.

## Assistant Director's Report

- Mr. Hughes presented current updates to technology across the system.

## ADJORNMENT

The meeting was adjourned at 2:36 P.M.

## APPROVAL OF BOARD MINUTES BY

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Ms. Chalene Bishop  
Board President

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Date