

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

24605 J. Gerald Berret Blvd.

August 18, 2022

1:00 P.M.

**Board Members Present**

Ms. Charlene Bishop-**Board President**  
Ms. Madeline Kessler  
Ms. Jan Drinkwater  
Ms. Mary Obier  
Ms. Tonya Orcino

**Board Members Not Present**

Mrs. Deena Thomas  
Mr. Edward “Lucky” Songy-Ex-Officio

**Administration Present**

Mr. David Hughes, Assistant Library Director  
Mrs. Yolanda Osborne, Human Resources Director  
Mr. Michael Staton, Library Director

**Administration-Not Present**

Meeting Called to Order by Board President Bishop at 12:54 P.M.

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

Public Comments- None

**LIBRARY BOARD MATTERS**

Ethics & Sexual Harassment training: Mr. Staton reminded the Board of their Annual Ethics Training and Sexual Harassment training as mandated by the Louisiana Legislature. The board will have an opportunity to take the sexual harassment training following the November board meeting on 11/18.

Meeting room policy discussion: at the behest of the parish council, a discussion of the use of IPL meeting rooms for outside programming intended for children. The Board decided to have staff monitor all outside programs via cameras and to check the LSP sexual offender database prior to authorization of meeting room use.

Collection Development Policy: the collection development policy was reviewed and adopted. A motion was made to accept the Collection Development policy by Ms. Orcino, second by Ms. Kessler. The motion carried unanimously

**REPORTS**

**STATISTICAL**

Mr. Staton advised the Board that the Circulation Numbers are up across the board and that we are seeing numbers climb and people coming back and using the library more. The library is currently creating Spanish language registration cards to accommodate ESL families.

**FINANCIAL**

Mr. Staton advised the board that we had increases in some budgeted lines items and they are as follows:

- Workers’ Compensation - onetime payment for 2022
- Telephone - an increase in service fees
- Maintenance of Property and Equipment - unexpected cost to replace chiller; \*if you remove \$92024.00 spent for new chiller, leaves \$19905.70 spent
- Contractual Maintenance - slight increase in janitorial costs
- Vehicle Supplies - great Increase in fuel costs
- CE & Travel - travel expenses for this year completed in June
- Periodicals – one time bill for periodicals

**BUILDING AND EQUIPMENT**

Chiller at Plaquemine branch was replaced in beginning of June. Boiler at Plaquemine branch is due to have major repairs at beginning of 2023.

**PERSONNEL**

Ms. Drinkwater asked that the Board be notified of any open positions and subsequent new hires.  
Mr. Staton informed the Board of the promotion of Ms. Penny Allen to the position of Rosedale branch manager.  
The Board entered executive session to discuss personnel matters.

**TECHNOLOGY**

Mr. Hughes advised the Board that our Erate has been approved for internet access and a tier 2 request for new firewall was approved.  
Mr. Hughes also informed the Board that the library received Emergency Connectivity Funds to purchase more hotspots.

**ACTIVITIES**

Mr. Staton advised the Board that the Summer Reading Program went well, and we had many new signups. The Gray Monkey Parade had over 900 in attendance. The Acadian Art show returns on October 22<sup>nd</sup>.

**ADJORNMENT**

Meeting was motioned to adjourn by Ms. Orcino and second by Ms. Kessler. The motion carried unanimously. The time was 2:19 p.m.

**APPROVAL OF BOARD MINUTES BY**

\_\_\_\_\_  
Ms. Charlene Bishop  
Board President

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Date