

IBERVILLE PARISH LIBRARY
BOARD OF CONTROL MINUTES

24605 J. Gerald Berret Blvd.

November 14, 2019

1:00 P.M.

Board Members Present

Ms. Charlene Bishop
Mr. Clotis Johnson
Mr. Mary Obier
Ms. Tonya Orcino
Mrs. Deena Thomas

Board Members Not Present

Mr. Eugene LeBlanc
Mr. Mark Murrell-Board President
Mr. Edward "Lucky" Songy-Ex-Officio

Administration Present

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

Administration-Not Present

All Present

Meeting Called to Order by Acting Board President Bishop at 1:09 P.M.

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

Public Comments- None

LIBRARY BOARD MATTER

TLC update-Mr. Staton advised the Board that he spoke with the VP of TLC and nothing has materialized. He spoke of several library systems who have left TLC and that IPL is not under contract with them. Mr. Staton spoke on the inadequacies of TLC and asked for permission to start looking for bids.

Health Insurance update-Mr. Staton advised the board that he spoke with Mr. Randall Dunn about mandating IPL employees to pay a portion of their health insurance. He advised the board of the cost of each employee paying for insurance. A proposal to the board was made that every full-time employee would receive a raise to offset the increase in insurance. IPL would also need to adjust to the pay scale. The board agreed to the proposal presented by Mr. Staton.

We have the money in the budget for the bookmobile and all the staff is excited about the idea of getting one. Mr. Staton has spoken to a Farber Bookmobile Company referencing this item.

Ad Valorem Taxes went up by almost \$400,000.

Mr. Staton advised the board of the Salaries line item which included a 2% increase for all staff, with the exception of David Hughes, Elizabeth Haynes, Tonya Nicolosi and Rachel Shoun. They all have supervisory duties added so the request is for 4% for Hughes and Haynes and 3% for Nicolosi and Shoun. The budget also has 4 positions included as well. Mr. Staton also discussed the other line items that had an increase and the reason why.

Ms. Orcino made a motion to amend the budget to include a 4% raise to the director. It was moved by Ms. Orcino and 2nd by Ms. Thomas. The motion carried unanimously. The regular budget was moved by Ms. Orcino and second by Ms. Thomas. The motion carried unanimously.

Emergency Sewer Repairs-Mr. Staton advised the board that the final bill was \$141,000.

Surplus Funds list is wrapping up and the other buildings are done the biggest thing is the punch list at Plaquemine. The generator is delayed and probably will not be installed until the beginning of next year.

Bayou Pigeon status delayed. This item was tabled until a meeting in the future.

Ms. Osborne has been working with Civil Service on the Sexual Harassment Training. Mr. Staton has spoken with persons at the state Library that was just showing a video and they were counting that as the training.

REPORTS

STATISTICAL

Mr. Staton advised the Board that the Circulation Numbers are up, 54,000 through the end of September. Reference is up by almost 50%, computer usage is up, \$16,000 as opposed to 6,000 for last year, database usage has almost doubled. Weeding is working.

FINANCIAL

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

- Workers compensation-is a result of back paying from last year
- Telephone-is a result an increase due to moving for the construction
- Moving expenses-due to construction
- Contractual Maintenance-Orkin’s invoice is annual.

BUILDING AND EQUIPMENT

Mr. Staton advised the board that the construction is wrapping.

PERSONNEL

Mr. Staton advised the board that outreach program was included in the budget submission. Positions and bookmobile were approved

TECHNOLOGY

Mr. Hughes advised that structured cabling is near completion. 7 out of 8 branches are done and e-rate funding was filed giving us an 85% discount. Windows 10 is replacing all PCs that are Windows 7.

Mr. Staton advised the board that Richard Young, IT consultant has moved on and gave us notification of his departure. A new consultant is included in the budget

ACTIVITIES

Mr. Staton advised the Board that the SRP is completed with a great turnout and the IPL is in talks with Park & Recreations about other areas, North and EI and White Castle. We will do another one in Plaquemine.

Mr. Staton advised the Board that the Art Show is next week. IPL has no entry fee and contestant are limited to 4 pieces. It was pushed back due to the construction. The reception is scheduled for the 24th.

Mr. Staton advised the bard the he will be meeting with Dwayne Boudreaux referencing the digital sign for late November.

ADJORNMENT

Meeting was motioned to adjourn by Mr. Johnson and second by Ms. Obier. The motion carried unanimously. The time was 2:06 p.m.

The 2019 Ethics Training for Board Members will be conducted by Ms. Osborne immediately following this meeting.

APPROVAL OF BOARD MINUTES BY

Ms. Charlene Bishop
Acting Board President

Date