

Minutes of Evangeline Parish Library Board of Control Meeting

December 10, 2020

Approved January 14, 2021

The Evangeline Parish Library Board of Control met on Thursday, December 10, 2021, at 12:00 p.m. at the main library in Ville Platte, 916 West Main Street, Ville Platte, Louisiana.

Board President Katy Marcantel called the meeting to order.

Present were Board President Katy Marcantel, Board Vice President Gaynelle Coates, Board Members Faye Langley, Sandra Salazar, Sandra Jacobs, Library Director Yvonne Lavergne, Staff Members Tina King, Ted Lavergne, Barbara Harrison, Kenneth Johnson, Jo Anna Miller, and Sandra Veillon.

Ex-officio member Ryan Williams and ex-officio alternate Eric Soileau were absent.

Jacobs gave the opening prayer, and led the Pledge of Allegiance.

Jacobs made that the agenda be approved. Salazar seconded, and the motion carried unanimously.

Salazar made a motion to approve the minutes of the September 24, 2020, Library Board of Control meeting. Langley seconded, and the motion carried unanimously.

Marcantel asked if anyone had any public comments, there were none.

Lavergne asked the Board if they would like to extend the trial basis for Evangeline Parish Library to close at 6:00 p.m. on Tuesdays until April 2021.

Jacobs made a motion that the main library in Ville Platte continue to close at 6:00 p.m. on Tuesdays instead of 8:00 p.m. until April 2021. A decision will be made at that time as to when the library closing time will be. Coates seconded, and the motion carried unanimously.

Lavergne introduced three recent hired employees to the Board, Kenneth Johnson, Barbara Harrison and Sandra Veillon.

Jacobs made a motion to ratify the hire of Kenneth Johnson, Facilities & Grounds Assistant Step 12, Barbara Harrison, Janitor Step 7 and Sandra Veillon, Library Assistant Step 1.

Yvonne Lavergne and Jo Anna Miller reviewed and discussed the Financial Report with the Board. (copy of Financial Report attached)

Coates made a motion to accept the Financial Report as reviewed. Langley seconded, and the motion carried unanimously.

Lavergne and Business Manager, Jo Anna Miller reviewed and discussed the amendments of the 2020 operating and sinking fund budgets with the Board.

Jacobs made a motion to approve the amendments of the 2020 operating and sinking fund budgets, to go forward to the Evangeline Parish Police Jury hearing on December 22, 2020. Langley seconded, and the motion carried unanimously. (copy of budgets attached)

Lavergne and Miller reviewed and discussed the Initial 2021 operating and sinking fund budgets with the Board.

Jacobs made a motion to approve the Initial 2021 operating and sinking fund budgets, to go forward to the Evangeline Parish Police Jury hearing on December 22, 2020. Coates seconded, and the motion carried unanimously. (copy of budgets attached)

Coates made a motion to ratify the proposed revised pay scale and classification categories. Jacobs seconded and the motion carried, unanimously. (copy of proposed revised pay scale and classification categories attached)

Coates made a motion to approve the proposed library calendar for 2021, with library holiday closures and fine free periods. Jacobs seconded, and the motion carried unanimously. (copy of proposed library calendar attached)

Langley made a motion to approve the proposed dates for the 2021 Library Board of Control meetings. Coates seconded and the motion carried unanimously. (copy of proposed meeting dates attached)

Lavergne discussed the purchase of “Time Clock Plus” software that was purchased in November at a 30% discount, saving the library \$400.00.

Salazar made a motion to ratify the purchase of the “Time Clock Plus” software. Jacobs seconded and the motion carried unanimously.

Lavergne reported that service agreements from two IT companies, Bayouland Computer Solutions and ISS (Information Systems Solutions) are being reviewed to determine which is the most cost effective and which one will provide the best service for the library.

Lavergne gave a Director’s Report. She reported on technology, staff development/continuing education, special projects, special grants-2020 Cares Act/IMLS,

budget and financials, and director projects (near and long term goals for 2021). (copy of Director's Report attached)

Facility Manager Ted Lavergne and Facilities & Grounds Assistant Ken Johnson discussed and reviewed the Facilities Report with the Board. They reported on maintenance that has been done at the main library in Ville Platte and the branches in October, November and the first part of December. (copy of Facilities Report attached)

Lavergne gave an Outreach Report, and reported on the Facebook video story times that have taken place since March. (copy of Outreach Report attached)

Salazar made a motion to adjourn. Langley seconded, and the motion carried unanimously.