

MINUTES OF THE ACADIA PARISH LIBRARY BOARD OF CONTROL

DATE: December 6, 2021
TIME: 4:00 P.M.
PLACE: Crowley Library

PUBLIC BUDGET HEARING

ROLL CALL:

Board Members:

Mr. William B. Pinac, President - Present
Mrs. Alyssa Dogay, Vice President - Absent
Mrs. Judia LaCombe - Present
Mrs. Cynthia Dominick - Absent
Mrs. Sandra Henry - Present
Mrs. Cynthia Oliver – Present
Mrs. Penny Duplechain Chavis - Present
Mr. Gordan Ray Morgan, Ex-Officio – Present

Library Staff:

Mrs. Christine Daigle, Director
Mrs. Lacey Webster, Assistant Director

Others Present:

Mr. Glen E. Howie, Attorney
Jimmy Broussard, Crowley Chief of Police

With a quorum present, Mr. Pinac called the public budget hearing to order.

PUBLIC

COMMENTS: Mr. King asked questions about different budget items for the 2021 revised budget and the 2022 proposed budget.

ADJOURN: **MOTION:** Mrs. Henry; **SECOND:** Mrs. LaCombe
“That we adjourn (4:15 PM).”
UNANIMOUSLY APPROVED

BOARD OF CONTROL MEETING

ROLL CALL:

Board Members:

Mr. William B. Pinac, President - Present
Mrs. Alyssa Dogay, Vice President - Absent
Mrs. Judia LaCombe - Present
Mrs. Cynthia Dominick - Absent
Mrs. Sandra Henry - Present
Mrs. Cynthia Oliver – Present
Mrs. Penny Duplechain Chavis - Present
Mr. Gordan Ray Morgan, Ex-Officio – Present

Library Staff:

Mrs. Christine Daigle, Director
Mrs. Lacey Webster, Assistant Director

Others Present:

Mr. Glen E. Howie, Attorney
Jimmy Broussard, Crowley Chief of Police

With a quorum present, Mr. Pinac called the meeting to order.

AGENDA REV: There were no amendments to the agenda

MINUTES: **MOTION:** Mrs. Oliver; **SECOND:** Mrs. Chavis
“That we dispense with the reading of the minutes of November 8, 2021, and that they be approved as presented by the Library Director.”
UNANIMOUSLY APPROVED

UNFINISHED

BUSINESS: Mrs. Daigle presented the Library Board with three quotes for security guard services. There was discussion regarding the library’s current liability insurance forbidding the library from hiring an armed guard and about the need for an armed versus unarmed security guard at the library. Ultimately, it was determined that a security guard is needed, so the decision was made to hire an unarmed security guard for now and reassess the need at a later time. The board requested written documentation from the insurance company stating its inability to cover armed security and possible premium costs if an armed guard was hired in the future. The Library Board also advised the Library Director to shop around for other insurances before the contract with the current insurance expires.

MOTION: Mrs. Henry; **SECOND:** Mrs. LaCombe
“That the library board accepts the low quote from Hub Enterprises, Inc. in the amount of \$16.50 per hour for unarmed security services at the Crowley Library.”
UNANIMOUSLY APPROVED

NEW BUSINESS:

It was now time for the election of officers, and Mrs. Henry called to renominate Mr. Pinac as President and renominate Mrs. Dogay as Vice President. No other nominees were suggested.

MOTION: Mrs. Henry; **SECOND:** Mrs. Oliver
“That the officers remain the same with Mr. Pinac as President and Mrs. Dogay as Vice President.”
UNANIMOUSLY APPROVED

A short discussion was had about the revised budget for 2021, and it was observed that the library managed to spend less money than originally planned for the year 2021 due to one employee resignation, insurance prices being lower than expected, and the Rayne Library Renovations being incomplete and running into the new year of 2022 mainly because of shortage in supplies due to COVID and Hurricane Ida.

MOTION: Mrs. Oliver; **SECOND:** Mrs. Chavis
“That we adopt the Budget Amendments for 2021 as presented.”
UNANIMOUSLY APPROVED

In the discussion about the proposed budget for 2022, Mrs. Daigle explained that a new budget line item under expenditures had been added to accommodate for current and future library renovation projects, which was named Capital Outlay/Improvement Projects. Mrs. Daigle also asked the library board to consider the approval of a 3% pay raise for all library staff given that the library staff had forgone any raises in the year 2020 due to COVID related library closures.

MOTION: Mrs. LaCombe; **SECOND:** Mrs. Chavis
“That we adopt the proposed budget for 2022 as presented with a 3% raise for all library staff included.”
UNANIMOUSLY APPROVED

Mrs. Daigle presented the Library Board with a Patron Behavior Policy to review and consider for approval. Mr. King made suggestions about some of the prohibitions and also requested that additional prohibitions be added. No action was taken on those suggestions or requests at this time.

MOTION: Mrs. Henry; **SECOND:** Mrs. Oliver
“That the library board approves the Patron Behavior Policy as presented by the Library Director.”
UNANIMOUSLY APPROVED

**DIRECTOR'S
COMMENTS:**

Mrs. Daigle informed the Library Board that the Iota Library roof had a leak and that after inspection, it has been concluded that the roof needs to be replaced. The roof replacement will probably go out to bid sometime in early 2022. She also informed the board that supplies for the Rayne Library renovations have finally arrived, and that there is a chance the project will be completed earlier than June 2022. Finally, Mrs. Daigle reminded board members to complete their Ethics and Sexual Harassment Training and to turn in their certificates to her by the end of 2021.

**PUBLIC
COMMENTS:**

Mr. King shared his concerns on the topic of hiring a security guard, his request that the parking lot be restriped, and his suggestion that library staff wear smocks and name tags.

ADJOURN: **MOTION:** Mrs. Chavis; **SECOND:** Mrs. Henry
“That we adjourn (5:15 PM).”
UNANIMOUSLY APPROVED

Approved by Library Board of Control on May 18, 2022