



**Cameron Parish Library Board of Control
Regular Meeting
Tuesday, January 17, 2012
Cameron Library
4:00 P.M.
AGENDA**

1. Call to Order
2. Prayer
3. Pledge of Allegiance
4. Election of Officers
5. Minutes
6. Financial Report
7. Expenditure Report
8. Terry Lawrence - E-rate/Technology
9. Tourism Commission
10. Nature Display - Cameron Main
11. GL Update/sign/outdoor projects/furniture...
12. Executive Session - possible litigation - personnel
13. Temporary Personnel
14. Policies
15. JB Sculpture
16. Budget Amendment
17. Strategic Plan
18. Cameron Main Lease Extension
19. Cheniere Bond Approval
20. Letters of Appreciation
21. Deletions
22. Trustee Training
23. School/Library News
24. Adjourn



PROCEEDINGS

Cameron Parish Library
Board of Control
Regular Meeting
Cameron Library
January 17, 2012

Board President Cyndi Sellers called the meeting to order at 4:05 p.m. at the Cameron Library. Board Members present were Cyndi Sellers, Geralyn Myers, Stephanie Rodrigue, Lisa Hunt, Kathy Helmer, Helen Williams, Jaimie Boudreaux and Board Secretary Bobbie Morgan.

The prayer was led by Geralyn Myers and Lisa Hunt led the Pledge of Allegiance.

On the motion of Lisa Hunt, seconded by Kathy Helmer, and carried, the board voted to elect Cyndi Sellers as President.

On the motion of Kathy Helmer, seconded by Geralyn Myers, and carried, the board unanimously voted to elect Lisa Hunt as Vice President.

On the motion of Kathy Helmer, seconded by Geralyn Myers, and carried, the board unanimously voted to elect Helen Williams as Treasurer.

A motion made by Jaimie Boudreaux to elect Dede Sanders as Secretary failed for lack of a second.

On the motion of Lisa Hunt, seconded by Geralyn Myers, and carried, the board voted to elect Bobbie Morgan as Secretary.

On the motion of Kathy Helmer, seconded by Stephanie Rodrigue, and carried, the board unanimously voted to accept the minutes as written.

On the motion of Lisa Hunt, seconded by Helen Williams, and carried, the board unanimously voted to receive the financial report.

On the motion of Lisa Hunt, seconded by Jaimie Boudreaux, and carried, the board unanimously voted to receive the expenditure report.

On the motion of Stephanie Rodrigue, seconded by Helen Williams, and carried, the board unanimously voted to purchase equipment and installation for wireless service and VOIP service since it is supported by e-rate within the \$21,000 to be returned from USAC.

On the motion of Stephanie Rodrigue, seconded by Lisa Hunt, and carried, the board unanimously voted to initiate a potential partnership with the Tourist Commission and place official Tourist Commission signs at library locations.

On the motion of Lisa Hunt, seconded by Helen Williams, and carried, the board unanimously voted to offer used library computers to the Tourist Commission.

On the motion of Stephanie Rodrigue, seconded by Kathy Helmer, and carried, the board unanimously voted to include display cases in Cameron Main to hold museum quality artifacts and/or relics. The architect is to be consulted to give an opinion on a museum quality artifact display and how to incorporate it into the design of Cameron Main.

On the motion of Stephanie Rodrigue, seconded by Jaimie Boudreaux, and carried, the board unanimously voted to amend the foregoing motion to include a permanent nature display in addition to the museum quality display of artifacts and/or relics.

The consensus of the board was that designs and prices should be sought for a sign for the new Grand Lake building to help determine if the sign should be lit from within or without.

A discussion on furniture for Grand Lake was held. The consensus of the board is that the furniture should be moderate with no custom fabrics.

On the motion of Stephanie Rodrigue, seconded by Jaimie Boudreaux, and carried with a roll call vote of all members voting aye, the board unanimously voted to go into executive session.

On the motion of Stephanie Rodrigue, seconded by Helen Williams, and carried with a roll call vote of all members voting aye, the board unanimously voted to come out of executive session.

On the motion of Stephanie Rodrigue, seconded by Lisa Hunt, and carried, the board voted that for the duration of the current agreement, the president will sign the director's time sheet, with this procedure to be revisited at the time of the new agreement.

On the motion of Kathy Helmer, seconded by Helen Williams, and carried, the board unanimously voted to table the issue of temporary personnel.

On the motion of Kathy Helmer, seconded by Lisa Hunt, and carried, the board unanimously voted to accept version 1 of the meeting room policies. Version 1 has the provision for staff to enter the meeting room during meetings.

On the motion of Lisa Hunt, seconded by Helen Williams, and carried, the board unanimously voted to seek clarification from the police jury and the state library on the records retention template as needed.

On the motion of Stephanie Rodrigue, seconded by Kathy Helmer, and carried, the board unanimously voted to issue an RFP for a policy writer to write library specific policies not to conflict with the parish personnel policy.

On the motion of Stephanie Rodrigue, seconded by Helen Williams, and carried, the board voted to request direction from the District Attorney on how a library employee should proceed with a grievance in the absence of a library specific personnel policy. Jaimie Boudreaux recused himself as his wife is the financial administrative officer of the library.

On the motion of Stephanie Rodrigue, seconded by Lisa Hunt, and carried, the board voted unanimously to amend the pay raises to add an employee to the 2% pay increases granted.

On the motion of Lisa Hunt, seconded by Kathy Helmer, and carried, the board unanimously voted to determine if the sculpture and surround will fit in the allotted area and to put out for quotes for building the base and surround and mounting the sculpture.

On the motion of Stephanie Rodrigue, seconded by Kathy Helmer, and carried, the board unanimously voted to table the strategic plan.

On the motion of Stephanie Rodrigue, seconded by Lisa Hunt, and carried, the board unanimously voted to approve the lease with WCM Properties, L.L.C. for an additional two years, with the option for an additional year on the Cameron Temporary location at 501 Marshall Street in Cameron.

On the motion of Helen Williams, seconded by Jaimie Boudreaux, and carried, the board unanimously voted to approve participation in the Cheniere Bond pilot plan for 2012.

On the motion of Stephanie Rodrigue, seconded by Helen Williams, and carried, the board unanimously voted to send letters of appreciation for service to the library to John Calzada and Wanita Harrison.

On the motion of Kathy Helmer, seconded by Lisa Hunt, and carried, the board unanimously voted to approve material deletions for the months of November and December.

There being no further business and upon the motion of Kathy Helmer, seconded by Lisa Hunt, the meeting was adjourned at 8:50 p.m.

APPROVED



Cynthia Sellers, Board President

ATTEST

Barbara Morgan, Secretary