# PROCEEDINGS

## Cameron Parish Public Library
## Board of Control

October 21, 2002

The Cameron Parish Public Library met in regular session on October 21,2002 at the Cameron Library at 4:00PM. The following members were present: Sallie Sanders, Wanita Harrison, John Calzada, Cindi Sellers and Madeline Solina. Absent was Edward Petersen. Guests in attendance were Darrell Williams, Cecil Sanner, Scott Trahan, Tina Boudreaux, Rhonda Duhon, Delia Nunez, Becky Primeaux, Gloria Kelley, JoDee Roberts, Rose Marie Racca and Charlotte Trosclair.

Madeline Solina led the prayer and Wanita Harrison led the Pledge of Allegiance.

On the motion of John Calzada, seconded by Madeline Solina and carried the board accepted the minutes.

Darrell Williams presented the monthly financial report. Ms. Solina questioned Mr. Williams about the way the budget categories are set up. Ms. Solina requested the system for coding be given to the director to code bills before they are turned in for payment. She also requested that videos and audios be given separate entries in order to comply with the annual state report. Mr. Williams agreed stating these matters would not be a problem. Ms. Solina also questioned Mr. Williams as to how he sets up his budget. Mr. Williams replied he sets it up according to past history of the library expenditures. With no further discussion and on the motion of Cindi Sellers, seconded by Wanita Harrison, and carried the financial report discussed by Darrell Williams was accepted.

On the motion of Ms. Solina, seconded by Mr. Calzada and carried the board agreed to set the following budget caps for the handicap facilities at Johnson Bayou and Hackberry. The budget cap for Johnson Bayou Library was set at $8000.00 and the budget cap for Hackberry Library was set at $28,000.00.

On the motion of Madeline Solina and seconded by Ms. Harrison the board agreed to table the Grand Chenier Satellite Library.

The library board held a discussion concerning the packet of information mailed out to each library board member by Tina Horn explaining that the Cameron Parish road crew would no longer be able to do work for the library. Mr. Trahan was questioned concerning this matter. He replied he knew nothing and had nothing to do with this. It involved the Cameron area or Mr. Doxey. There being no more discussion and on the motion of John Calzada and seconded by Ms. Solina and carried the board agreed to hire substitute maintenance assistance for the library at a cost of $10.00 per hour. This assistance would be used only as needed per say the director's request.

On the motion of Mrs. Harrison and seconded by Mr. Calzada and carried the board agreed the Police Jury should be contacted in writing requesting the annual leave day Mrs. Horn docked employees be reinstated.

On the motion of Ms. Solina and seconded by John Calzada and carried the board agreed to set a special meeting on Monday, October 28 at 1:00PM to discuss and set the budget.

The board advised Ms. Trosclair that 2 people could be hired for the new branches. She was also advised to check out options for hiring these employees.

On the motion of Ms. Harrison and seconded by Ms. Solina and carried the board agreed to replace the landscape for Johnson Bayou and Cameron Library. Ms. Sellers will oversee the new projects.

On the motion of Ms. Solina, and seconded by Ms. Harrison and carried the board agreed to upgrade the library network and branches as a professional service in the library budget.

On the motion of Mr. Calzada and seconded by Ms. Solina and carried the board agreed to purchase a firewall from Ridge Runners 2000 LLC for a cost of $1815.00 for all library associated computers. This was considered to be a professional services purchase.

The board agreed to table the purchase of new computers for the Cameron Library until next fiscal year.

Delia Nunez explained the Memorial Hospital grant, which the library has just been awarded. She also explained the library had received a $1000.00 Millennium Grant.

The next meeting was set for October 28, 2002 at 1:00PM

There being no further business and upon motion of John Calzada and seconded by Cindi Sellers the meeting was adjourned.

APPROVED:

Sallie Sanders, Board President

ATTEST:

Charlotte Trosclair

Charlotte Trosclair, Secretary