

**Minutes of the Evangeline Parish Library Board of Control Meeting
December 12, 2019**

The Evangeline Parish Library Board of Control met on Thursday, December 12, 2019, at 11:30 a.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 (entered meeting in progress at approximately 12:00 p.m.), Board Members Faye Langley, Sandra Jacobs, Sandra Salazar, Interim Director Yvonne Lavergne, Parish Engineer Ronnie Landreneau (entered meeting in progress at approximately 11:35 a.m.), Friends of the Library Member Linda Lebsack, and Staff Members Suzy Lemoine, Ted Lavergne and Tina King.

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

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

Parish Engineer Ronnie Landreneau reported that the replacement of the front door at Turkey Creek Branch has been completed.

Jacobs made a motion to approve the agenda. Langley seconded, and the motion carried unanimously.

Langley made a motion to approve the minutes of the September 12, 2019, Library Board of Control meeting. Salazar seconded, and the motion carried unanimously.

Langley made a motion that the Board go into executive session to discuss and review the Director's Evaluation. Salazar seconded, and the motion carried unanimously.

The Library Board of Control went into executive session at approximately 11:40.

Jacobs made a motion to end the executive session, and the meeting go back into regular session. Salazar seconded, and the motion carried unanimously.

The meeting returned to regular session at approximately 12:00 p.m.

Vice President Gaynelle Coates entered the meeting in progress at approximately 12:00 p.m.

Marcantel reported that Interim Library Director Yvonne Lavergne had a high score on the Director's Evaluation.

Jacobs made a motion that the Director's Evaluation be approved. Langley seconded, and the motion carried unanimously.

The Board commended Lavergne for her performance as Interim Library Director.

Jacobs made a motion that Yvonne Lavergne's job title be changed from Interim Library Director to Library Director. Langley seconded, and the motion carried unanimously.

Salazar made a motion that Yvonne Lavergne's salary as Library Director be set at \$47,500 per year. Jacobs seconded, and the motion carried unanimously.

Lavergne thanked the Board for the opportunity to serve as Director.

Lavergne and the Board reviewed and discussed the amendment to the various revenue and expenditure accounts of the 2019 Operating and Sinking Fund Budgets to go forward to the Evangeline Parish Police Jury public hearing and meeting on December 18, 2019.

Coates made a motion to approve the amendment of the 2019 Operating and Sinking Fund Budgets to go forward the Evangeline Parish Police Jury public hearing and meeting on December 18, 2019. (copies of amended 2019 Operating and Sinking Fund Budgets attached)

Lavergne and the Board also reviewed and discussed the various revenue and expenditure accounts of the initial 2020 Operating and Sinking Fund Budgets to go forward to the Evangeline Parish Police Jury public hearing and meeting on December 18, 2019.

Salazar made a motion to approve the initial 2020 Operating and Sinking Fund Budgets to go forward the the Evangeline Parish Police Jury public hearing and meeting on December 18, 2019. Langley seconded, and the motion carried unanimously. (copies of initial 2020 Operating and Sinking Fund Budgets attached)

Lavergne discussed the ratification of proposed staff step increases and reclassifications for employees, where applicable. Reclassifications and step increases would be effective for first full pay period of January 2020.

Salazar made a motion to approve the ratification of proposed staff step increases and reclassifications for employees, where applicable. Reclassifications and step increases to be effective for the first full pay period of January 2020. Coates seconded, and the motion carried unanimously. (copy of proposed Reclassifications and Step increases attached)

Lavergne also discussed the ratification for new employee, Samuel Balfer hired as Facilities and Grounds Assistant, step 1 at a rate of \$9.00 per hour. Langley seconded, and the motion carried unanimously.

The Board was presented a 2020 calendar to review, with the library's paid holidays, and proposed scheduled library closures (paid and unpaid), tentative board meeting schedule, and all fines free schedules through 2020.

Jacobs made a motion to approve the 2020 library holidays, and proposed scheduled library closures (paid and unpaid), tentative board meeting schedule, and all fines free schedules through 2020. Salazar seconded, and the motion carried unanimously. (copies of 2020 library holidays, and proposed scheduled library closures (paid and unpaid), tentative board meeting schedule, and all fines free schedules through 2020 attached)

Facilities Manager Ted Lavergne gave a Facilities Report outlining work done at the main library and branches since the last Library Board of Control meeting. (copy of Facilities Report attached)

Branch concerns were discussed. Langley reported there is still a problem with drainage issues at Basile Branch, and with the flooring. Facilities Manager Ted Lavergne reported the

Police Jury is supposed to be assisting with the drainage problem, whenever equipment is available.

Suzy Lemoine gave an Outreach Report, and reported on programs and activities that have taken place at the Main Library and branches since the last board meeting. She reported that BookFest held at the Main Library in October went well. She also reported on upcoming programs and activities scheduled at the Main Library and Branches. (copy of Outreach Report attached)

Friends of the Library member Linda Lebsack gave a Friends of the Library Report. She also reported on BookFest, and said it went well. She said members of Friends of the Library are looking into the possibility of making changes to improve next year's BookFest. She reported that Friends of the Library will be sponsoring another event for Summer Reading this year, possible Schoolhouse Safari which was a success at this year's Summer Reading Program.

Lavergne introduced new hire Samuel Balfer to the Board, and also employee Skye Fontenot who had not been introduced to the Board.

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