

**Minutes of the Evangeline Parish Library Board of Control Meeting
July 16, 2020**

The Evangeline Parish Library Board of Control met on Thursday, July 16, 2020, 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, Vice President Gaynelle Coates, Board Members Sandra Salazar and Sandra Jacobs, Library Director Yvonne Lavergne, and Staff Members Tina King, Ted Lavergne and Kelsey Deshotels.

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

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

Salazar made a motion to approve the minutes of the previous meetings, March 12, 2020 and March 19, 2020 special meeting. Coates seconded, and the motion carried unanimously.

Marcantel asked if there were any public comments, and there were none.

New employee, Kelsey Deshotels was introduced to the Board.

Salazar made a motion to ratify the hire of Kelsey Deshotels, as a Library Assistant Step 1 at a rate of \$9.25 per hour, 20 hours per week, non-benefits eligible. Jacobs seconded, and the motion carried unanimously.

Lavergne reported that a riding mower has recently been purchased, and that the Facilities Manager and Assistant are now maintaining and cutting the lawn at the main library in Ville Platte, and will continue to maintain and cut the lawns at Basile, Chataignier and Pine Prairie branches. She also reported that Arvie Janitorial and Lawn Services are maintaining and cutting the grass at Turkey Creek branch.

Salazar made a motion to not advertise for bids for lawn maintenance at this time. Coates seconded, and the motion carried unanimously.

Coates made a motion that the Declaration of Public Emergency for Evangeline Parish Public Libraries: COVID -19, be kept in effect due to situation uncertainty. Salazar seconded, and the motion carried unanimously.

Salazar made a motion to ratify the Evangeline Parish Policy Jury's approval as a permanent move of precincts 1140, 1162, and 1160, to the main library in Ville Platte at the Evangeline Parish Police Jury meeting, July 6, 2020. Coates seconded, and the motion carried unanimously.

Lavergne requested November 3, 2020, Election Day be a paid holiday for library staff.

Salazar made a motion that November 3, 2020 be a paid holiday for Evangeline Parish Library system. Coates seconded, and the motion carried unanimously.

Lavergne requested authorization for changes to update the library checking and savings account.

Coates made a motion that Margaret Mealer and Martha Faye Langley be removed from the Library's saving account, persons authorized to be on the account are Eniweta Yvonne Lavergne, Katy Marcantel, Jo Anna Miller, Sandra Salazar and Sandra Jacobs. Martha Faye Langley is to be removed from the Library's checking account, persons authorized to be on the checking account are Eniweta Yvonne Lavergne, Katy Marcantel, Suzy Lemoine, Wesley Saunders, Jo Anna Miller, Sandra Salazar and Sandra Jacobs. Salazar seconded, and the motion carried unanimously.

Jacobs made a motion to approve fine free period for items returned through August 31, 2020. Salazar seconded, and the motion carried unanimously.

Lavergne gave a Director's Report. She reported on technology, staff development/continuing education, special projects, special grants and donations, budget and financial, facility issues, and near term and long range director projects. (copy of Director's Report attached)

Lavergne gave a Financial Report, May final as of June 24, 2020 and June partial as of July 10, 2020. She reported that due to the unexpected and required expenses caused by COVID-19,

account 63200, Supplies-Janitorial will be in the negative and will need to be amended later in the year.

Jacobs made a motion that the Financial Report be approved. Salazar seconded, and the motion carried unanimously.

Facilities Manager, Ted Lavergne gave a Facilities Report outlining the maintenance work at the main library and branches since the last meeting. (Copy of Facilities Report attached)

Lavergne presented the Outreach Coordinator-Program Report for March through July 2020. She reported that all in-person programs have been cancelled at the main library and branches due to COVID-19, and that Summer Reading has been changed drastically. Grant funded performers were postponed until a possible Fall event can be planned. (copy of Outreach Coordinator-Program Report attached)

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