

**Bossier Parish Library  
Board of Control  
June 25, 2015 - 1pm  
Central Library Meeting Room  
Minutes**

**Present: Library Board**

Dr. Tom Carleton, president  
Mrs. Freddie Cherry  
Mrs. Jack Gore  
Mrs. Carolyn Logan  
Mr. Elmore Morris

**Police Jury Members**

Mr. Bob Brotherton

**Staff**

Heather McEntee, Library Director  
Vickie Hardin, Assoc. Dir. of Public Relations

**I. Call to Order**

The meeting was called to order by Dr. Carleton.

**II. Invocation**

The invocation was led by Mrs. Cherry.

**III. Minutes**

Mrs. Cherry made a motion and it was seconded by Mrs. Gore for the minutes from the previous meeting to be accepted as recorded. Motion passed unanimously.

**IV. Branch Reports**

**Facilities**

Work in progress:

William Purdy reported the brick walls surrounding the Central Library may not be taken down right away due to the weather not cooperating so far this summer.

A report with three quotes for the East 80 five foot chain-link fence will be ready at the next Library Board meeting. The old wooden fence will be removed.

The sealed bid process has begun for a new roof at the Central Library. A sealed bid packet is being prepared by Jim Furth, Bossier Parish Police Jury and Mark Prevot of Prevot Design Services.

A motion was made to declare library items surplus and to have a surplus sale was made by Mrs. Gore and seconded by Mr. Morris. Motion carried unanimously.

### **Parish-wide Monthly Statistics Board Report**

The complete report is in each Board member's binder.

Number of Patron Visits—37,911; Computer Usage—5,447; Database Usage—11,412; Reference Questions—1,706; and Total circulation 64,838.

Programs—42; Total Attendance: 946; Outreach Programs—12; Homebound Patron visits—4.

Vickie Hardin presented a copy of the ½ page ad being placed in the 62<sup>nd</sup> Annual High School Football Jamboree Program on August 28. Also, there was information about the upcoming C.R.A.S.H. Event hosted by Cumulus radio for back to school on Saturday, August 8, which the library will participate in. The event will be held in the Heart of Bossier Shopping Center.

## **V. Financial Report**

- Parish Tax collected: \$7,332,810.
- State Revenue Sharing: \$108,476.
- Received all of State Aid Grant, a total \$21, 875, some of which was spent on the Benton Branch Library Document Station by Envisionware.
- Expenditures: Screening costs increased with new hires in Children's for background checks.
- Building Repairs: Received reimbursement of \$2,689 for money spent on subcontractor costs for work at the Haughton branch last year. The contractor did not pay his subcontractors, so the library covered the cost.
- Workers Comp Insurance: Refund of 3,792.
- Ending Fund Balance: \$13,350,831.
- Library Construction Fund: Over on Furniture and Fixtures line item by \$69,307. Budget will be revised at the end of the year.
- Transfer to Sinking Fund (Bond issued for Benton, East 80, and another branch): The final payment was made in March.

A motion to accept the Financial Report was made by Mr. Morris and seconded by Mrs. Logan. Motion passed unanimously.

## **VI. New Business and Other Business**

Heather requested the Board officially abandon the old Koran Library building to the American Legion because it has exceeded its usefulness. She will contact the American Legion to let them know the building is theirs.

A motion was made by Mrs. Gore and seconded by Mrs. Cherry to abandon the old Koran Library building to the American Legion. Motion carried unanimously.

**VII. Adjourn**

Mr. Morris made a motion to adjourn the meeting and Mrs. Logan seconded. Motion passed unanimously.

Respectfully Submitted,

Heather McEntee, Library Director