



Audubon Regional Library
Board of Commissioners
Regular Meeting
Wednesday, May 24, 2023, 5:00 PM
6108 LA-10, Greensburg, LA 70441

A. CALL TO ORDER

The meeting was called to order at 5:05 p.m.

1. Invocation by Roderick Matthews.
2. Roll Call. Present, Martin Macdiarmid, Faye Talbot, Roderick Matthews, P.H. Price, Larry Freeman.
Absent, Major Coleman.
3. Approval of the Agenda. Roderick Matthews motioned to accept the agenda. Larry Freeman seconded. Motion passed.

B. PUBLIC COMMENTS

There were no public comments.

C. UNFINISHED BUSINESS

1. Approval of Minutes from previous meetings held on March 22, 2023, March 31, 2023, and April 21, 2023. Faye Talbot made a motion to accept the minutes from March 22, 31, and April 21, 2023. P.H. Price seconded and the motion passed.
2. Statistical, Business & Financial Report, Profit & Loss Statement, Investment Report. Faye Talbot made a motion to approve the Statistical, Business & Financial, Profit & Loss, and Investments Reports. Roderick Matthews seconded. The motion passed.
3. Approval of Credit/Debit Bank Expenditures. There were no Credit/Debit Bank Expenditures.
4. Budget Adjustment 2023. Jim Moss, C.P.A., explained the proposed budget adjustment. Faye Talbot made a motion to approve the budget adjustment and Roderick Matthews seconded. Motion passed.

NEW BUSINESS

1. Patrick Gressaffa, Library Interiors. A presentation of new library furniture solutions for the Clinton Bank Street Renovation Project was presented by Patrick Gressaffa.

"All meetings of the Audubon Regional Library Board of Commissioners are public meetings."

2. Policy Revisions.

a. Borrower. Larry Freeman motioned to accept the revised borrower policy. Martin Macdiarmid seconded, and the motion passed.

b. Collection Development. Roderick Matthews motioned to accept the revised borrower policy. Larry Freeman seconded. Motion passed.

c. Dress Code. Roderick Matthews motioned to accept the revised dress code. Larry Freeman seconded, and the motion passed.

d. Employment Classification. Roderick Matthews motioned to accept the revised employment classification. P.H. Price seconded. Motion passed.

e. Grievance Policy. Larry Freeman motioned to accept the revised grievance policy. P.H. Price seconded. The motion passed.

f. Request for Reconsideration. Faye Talbot motioned to accept the revised request for reconsideration policy. Roderick Matthews seconded. Motion passed.

3. Staff Starting Amounts and Merit-Based Pay Scale. Roderick Matthews made a motion to adopt the director's proposed starting amounts; Technicians \$11.00 DOE, Manager \$17 DOE, Administrative Manager \$20.00 DOE, and yearly performance evaluations with a merit-based pay scale of yearly increase of 3% assuming evaluation averages 3.0 or higher. Double merit for staff that average over 4.0. No merit for staff averaging below 30 unless satisfactory completion of a six-month performance probationary period contingent on available funds and board approval starting in September 2023. Faye Talbot seconded, and the motion passed.

4. Fund Transfer Request. Faye Talbot motioned to make a \$300,000.00 funds transfer request from the General Fund Account in Landmark Bank to the Audubon Regional Library Building Renovation Account in Feliciana Bank. Roderick Matthews seconded. Motion passed.

5. Bank Street Renovation: Interior. After the presentation of quotes from the director, Roderick Matthews motioned to approve \$94,305.00 to purchase interior furniture from Library Interiors or the Clinton Bank Street Renovation. Faye Talbot seconded. Motion passed.

6. Advanced Workstations in Education. Faye Talbot motioned to purchase an AWE workstation for the children's room in the Clinton library. Larry Freeman seconded. Motion passed.

7. Conferences. Roderick Matthews made a motion to approve the director to attend the ARSL Conference 2023 in Wichita, Kansas, and the director and 1 staff from each library to the LLA Conference in Baton Rouge in July 2023. P.H. Price seconded. Motion passed.

E. DIRECTOR'S REPORT.

The director presented the programs, activities, and prizes for the upcoming Summer Reading Program, and discussed the ongoing Computer Classes, Storytimes, and other activities being offered at each location. He updated the board on the new scheduling and time management software and stated that the staff was completing continuing education and court reporter training. He reported to the board on advertising and stated that the new website would be online in a few weeks. In closing, he mentioned that he has applied for an Entergy Grant.

F. LOCATION, DATE, AND TIME OF NEXT MEETING.

The date and time of the next regular board meeting is July 12, 2023, at 5 p.m. at the Clinton Library, 12220 Woodville Street, Clinton, LA.

G. ADJOURNMENT.

Roderick Matthews motioned to adjourn. P.H. Price seconded. The meeting was adjourned at 7:02 p.m.