

# **Bossier Parish Library**

## **Board of Control**

**June 19, 2014 - 1pm**

### **History Center Meeting Room**

#### **Minutes**

**Present:**

**Library Board**

Mr. Elmore Morris, President

Mrs. Freddie Cherry

Mrs. Carolyn Logan

Mrs. Jack Gore

**Absent**

Dr. Tom Carleton

**Police Jury Members**

Mr. Doug Rimmer

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 Mr. Morris.

**II. Invocation**

The invocation was led by Mrs. Gore.

**III. Minutes**

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

**IV. Branch Reports**

**Facilities**

**Work in progress:**

The Buildings and Grounds Report was in each Board Member's binder.

Roof shingles at Houghton were rotting. The manufacturer looked at it and said it was not the fault of the library and it should be replaced at no cost to the library.

As stated in the minutes of the last Board meeting: Roof leaks at the Haughton branch were replaced last year by Port City Builders, which is no longer in business resulting in no warranty work; \$12,000 has already been spent on roof repairs. William will contact the company that worked on the Plain Dealing branch for this job, also McElroy to locate companies that specialize on metal roofs.

Completed work:

William and Kenny have been working hard at Haughton, Aulds, and Central to install new A/C systems.

**Outreach Services**

The Outreach Services Report was in each Board member's binder.

**History Center**

The History Center Report was in each Board member's binder.

**V. Financial Report**

Heather reported Revenues from Parish Taxes collected \$558,460 to date.

The Ending Fund Balance is \$11,524,420.

Revenues \$85

The Construction Fund expenditure year-to-date is \$166,330 with a balance of \$3,317,017.

Money has been set aside for the keyless entry system and replacement of handicap doors.

**VI. New Business**

Update on the Anna P. Tooke Memorial Library

Emails concerning the progress at the site of the Anna P. Tooke Memorial Library are in each Board member's binder. Heather visited the site and walked the grounds where the walking path will be located and the layout of the library interior. Beams are up and the site is looking like real construction is going on.

Heather asked the Board if it would be okay not to have a groundbreaking, but instead have a ribbon cutting and dedication when the new library opens. It would take place approximately January of 2015. The Board agreed that it would be okay.

2014 Tax Renewal

The Friends of the Bossier Parish Libraries are going to help out with the campaign. They are planning to speak to civic groups, put up a bill board, write editorials, and put out yard signs.

The library had a contest for employees to submit a slogan that will be used during the campaign. Haughton branch manager Audra Bartholomew submitted the winning entry: "Our Library! Gateway to the Past, Bridge to the Future." It will be on all advertisements and in the newspaper columns.

A flyer is being created to highlight the services offered at the libraries that are supported by taxpayers in the parish. There is a Q&A section included. Mr. Rimmer suggested that social media be used in a big way to help get the word out.

**VII. Adjournment**

At this time, being no further discussion, it was moved by Mrs. Gore and seconded Mrs. Cherry the meeting be adjourned. Motion carried unanimously.

Respectfully Submitted,

Heather McEntee  
Director