

Claiborne Parish Library
Board Meeting
Approved Minutes
Monday, February 5, 2024

The Claiborne Parish Library Board of Control met Monday, February 5, 2024, 3:30 p.m., in the Multi-Purpose Meeting Room. Present were Denice Owens, Patricia Davis, Dwayne Woodard, Sandra Hines, Frank Speer, Trudy Clark, Dianne Spigener, and Pam Suggs

Absent: None:

Denice Owens, President of the Board, called the meeting to order.

Election of Board Officers, 2024

On a motion by Sandra Hines, and a second by Trudy Clark, the Board voted unanimously to keep the same officers for 2024.

President: Denice Owens

Vice President: Dianne Spigener

Treasurer: Frank Speer

Approval of Board meeting minutes of November 27, 2023:

A motion was made by Dianne Spigener that the minutes of the November 27, 2023, Board meeting be approved. Patricia Davis seconded the motion. Motion passed with all voicing 'aye.'

Unfinished business: None.

Financial Report: Dwayne Woodard

Mr. Woodard went over the final 2023 financials. It was the consensus of the Board to wait until April or May to see how the budget for 2024 would run in order to determine if some of the library's money could be set aside for the building project in Haynesville. There was a discussion about improving the grassy lot. The Road Barn employees were already planning to do some leveling, adding a bottom layer of red dirt to pack the lot, and then add some topsoil so grass could be planted. Some type of fencing for street side can be done by Detention Center inmates.

Authorization for the Director to code bills in 2024 and submit them for payment to the Police Jury each month.

A motion was made by Frank Speer that Pam be given the authority to code the bills and submit them for payment each month in 2024.

Trudy Clark seconded the motion.

Motion passed with all voicing: aye.

Claiborne Parish Library Policy Handbook review for 2024

There were no changes recommended for the Handbook at this time.

Bank Reconciliations:

Frank Speer made a motion to approve the fines account bank reconciliations as presented. Trudy Clark seconded the motion. Motion carried with all voicing "aye." Frank Speer, treasurer of the Board, initialed the bank statements and the reconciliations.

Reminder about training for Ethics and Preventing Sexual Harassment.

Meetings for 2024:

Monday, April 29, 2024, 3:30 p.m.

Monday, July 29, 2024, 3:30 p.m.

Monday, September 30, 2024, 3:30 p.m.

Monday, December 2, 2024, 3:30 p.m.

Having no further business, the meeting was adjourned at 4:00 pm.

Next meeting date: Monday, April 29, 2024, 3:30 p.m.

Pam Suggs, Secretary, Claiborne Parish Library Board of Control