

## **Allen Parish Libraries**

### **2019 October 10 Board Meeting Minutes**

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#### **CALL TO ORDER AND ROLL CALL**

The regular meeting of the Allen Parish Libraries Board of Control was called to order at 10:10A.M. on Thursday, October 10, 2019, by Linda Thompson. Mrs. Thompson welcomed everyone. Board members present, in addition to Linda Thompson were Kay Sonnier, Fran Jordan, Agnes Guillory, Director and Danielle Manuel, Business Manager of the Allen Parish Libraries; absent was Sherry Germany, and Creig Vizena, ex-officio member. The board did have a quorum. There were no members of the public present.

There were no changes to the present agenda.

#### **APPROVAL OF BOARD MINUTES**

Fran Pestello-Jordan made the motion to approve the minutes of August 15, 2019 board meeting as presented. Kay Sonnier seconded the motion. Motion carried unanimously.

#### **Banking Information**

Danielle Manuel, our Business Manager, gave an update on all of the Allen Parish Libraries financial accounts. Danielle stated that all of our finances are in good shape.

#### **OLD BUSINESS**

Agnes Guillory, Director, reminded the Board about the bookmobile conference in Nebraska.

#### **NEW BUSINESS**

Agnes Guillory, Director and Danielle Manuel, Business Manager presented the board with the revised 2019 budget and the proposed 2020 budget.

After the discussion of the 2019-revised budget, Kay Sonnier made the motion to accept the 2019 budget as presented. Fran Pestello-Jordan seconded the motion. Motion carried unanimously.

After the discussion of the 2020 proposed budget. Fran Pestello-Jordan made the motion to accept the 2020 budget as presented. Kay Sonnier seconded the motion. Motion carried unanimously.

#### **UNFINISHED BUSINESS**

The Board discussed a future goal for the Oakdale Branch, which is to sandblast the building but in the meantime, we will pressure wash and paint the front.

The Director and the Board discussed the three dates to advertise the proposed 2020 budget; they are as listed October 17, 24, and 31, 2019.

Special Board Meeting will be on November 14, 2019, in the kinder branch meeting room at 10:00 a.m.

## **DIRECTOR'S REPORT**

**The Board received a copy of the trial balance and the profit & loss to review the actual to budget comparison.**

Agnes Guillory updated the Board on:

1. New staff member Mr. David Hampton hired for Oakdale Branch Custodian.
2. Oakdale Branch A/C units are being replaced as they go out.
3. Continuing to work on completing the electrical project, the door project and the fencing project at the Oberlin Branch new addition.

## **BOARD MEMBER REPORTS**

**Fran Pestello-Jordan had no report.**

**Kay Sonnier Reported:**

- **About Kinder Branch landscaping, the watering of the plants**
- **About getting the sprinkler system working properly**

## **PRESIDENT REPORT**

Linda Thompson reported:

- The next board meeting will be a special called meeting on November 14, 2019, to adopt the 2020 proposed budget; the meeting will be at the Kinder Branch meeting room at 10:00am.

**Fran Pestello-Jordan made the motion to adjourn the meeting; Kay Sonnier seconded the motion. Motion passed.**

**The meeting was adjourned at 11:03 A.M.**

**Respectfully submitted by:** \_\_\_\_\_

Agnes Guillory, Secretary

**Approved by:** \_\_\_\_\_

Linda Thompson, President