

Minutes
Caldwell Parish Library Board of Control
Jan. 22, 2016

The Caldwell Parish Library Board of Control met at 10:00 AM
Wednesday, December 2, 2015 in the Boardroom.

Members in attendance were:

M. Davis, S. Chappell, B. Clark, A. Dannehl, C. Hearn, L. Peterson

Absent were:

C. Thompson

The meeting was called to order by Mr. Davis leading the invocation.

Prior minutes were read. Motion to approve by Ms. Peterson, seconded by Ms. Dannehl.

Our new Police Jury ex-officio member is Ben Clark. It was also made official that John Robinson has resigned from the board.

Mrs. Hartsfield gave updates on the library activities including her State Library visit, Community Involvement in the schools.

The Book Circulation System was discussed. It is outdated, and will not for Online Access and OverDrive. It is recommended that we upgrade to Atrium. The motion to upgrade was made by Mr. Hearn, and seconded by Ms. Chappell. The Board voted to upgrade to Atrium.

The State requires we adopt a Records of Retention Schedule. After reading over the recommendations, Ms. Dannehl made a motion to accept the recommended retention schedule. The motion was seconded by Mr. Hearn. The Board voted to accept the Records of Retention Schedule.

The State Library announced the BTOP Laptops grant is over. We must send them back or purchase them. They are used, and we would like to keep them. Ms. Peterson made the motion to purchase the laptops. The motion was seconded by Ms. Chappell. The Board voted to purchase the laptops.

LLA Conference is March 8th - 10th. It is very beneficial that the staff attend. The recommendation is the director attend the whole conference, and the rest of the staff attend the Thursday sessions. Mr. Hearn made the motion to accept this recommendation. The motion was seconded by Mrs. Peterson. The Board voted to send the staff to LLA Conference.

Remodeling project of the Kitchen and Bathrooms was discussed. There is no hot water in these areas. The Director will contact the Police Jury maintenance department and get his recommendations.

With no further business, Mrs. Chappell made a motion to adjourn the meeting. The motion was seconded by Mr. Hearn. The meeting adjourned.

Respectfully submitted: _____
Tammi Hartsfield, Secretary