

Minutes of the December, 3, 2018
Regular Meeting of the West Feliciana Parish Library Board of Control

The meeting was called to order at the West Feliciana Parish library located at 5114 Burnett Road, St. Francisville, Louisiana. It was called to order by Claire Mott, Board President, at 4:33 P.M.

The roll call showed those present: Rose Coats, Calvin Miller, Claire Mott, Adrian Percy, Clara Williams and Nancy Vinci. Also present: Penny Graham, Acting Director and Debbie Greer, Facility Administrator, Abe Williams, Accounts Payable, and Natalie Beam, Library Director.

Not Present: Meg Kendrick

The Agenda was approved unanimously upon the motion by Nancy Vinci with a second to the motion by Calvin Miller.

With no objection, the chair Claire Mott, proposed to proceed to take up agenda item 7. a. New Hire, under Old Business. The appointment of Natalie Beam as the Library Director was approved unanimously upon the motion of Adrian Percy with a second by Clara Williams.

The minutes of the November 5, 2018 regular meeting were approved unanimously upon the motion by Rose Coats and seconded to the motion by Calvin Miller.

The Financial report for November was prepared by Nakia Anderson and Kathy Welch, W. Feliciana Parish Finance Directors. The question regarding line item Contracted Services was answered by Abe Williams, Accounts Payable. He explained the monthly charge of \$650 for IT support was not originally in the budget. It was reviewed and accepted upon the motion by Calvin Miller and seconded by Clara Williams. All members unanimously were in favor.

Acting Director's Report: Ms. Graham presented the statistical reports from the previous month and advised the board of upcoming December events. She noted the increase in Adult circulation from the Non-fiction, Large Print and Western collections. The Art with Catherine, Genealogy Group and Senior Movies and Story time with Ms. Patty Beckham were still in great attendance. She also reported on the December events as The Christmas Tour of Homes is this Saturday, December 8th.

Old Business: Presented by Debbie Greer

The fencing has been ordered and waiting for delivery. The parking lot striping has been completed.

Four bids for new gutters was presented from; Premier South Roofing and Sheet Metal, Landry's Exteriors, Blanco's Roofing LLC, Garcia Roofing. After discussion amongst the members a motion was made by Calvin Miller to accept the Blanco's Roofing LLC bid, seconded by Rose Coats and unanimously approved.

The purchase of new equipment for security needs have 3 bids. Only Allied Systems has submitted a bid. Board members asked Ms. Greer for two more bids. Abe Williams stated the funding is in the balance. This item is tabled for more information.

New Business: There are no items at this time.

There being no other business before the board, motion to adjourn was made by Calvin Miller with a second by Rose Coats at time 4:54 P.M., passing unanimously.

Submitted by: Natalie D. Beam, Secretary