

Minutes of the February 4, 2019  
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 by Claire Mott, Board President, at 4:35 P. M.

The roll call showed those present: Rose Coats, Meg Kendrick, Soraya Landry, Claire Mott, Adrian Percy, and Clara Williams. Also present: Natalie Beam, Secretary, Penny Graham, Library Manager, and Nakia Anderson, West Feliciana Parish.

A motion to amend the agenda was requested by Meg Kendrick, to add under New Business the nomination and election of officers. Soraya Landry seconded the motion and all approved unanimously. The agenda, with the addition, was then approved unanimously upon the motion of Clara Williams, seconded by Meg Kendrick.

The minutes of the January 7, 2019 were approved unanimously upon the motion by Rose Coats with a second to the motion by Meg Kendrick.

Financial Report: January 2019 Operating Budget was prepared by Nakia Anderson and Kathy Welch, W. Feliciana Parish Finance Directors. Ms. Anderson reported the new fiscal year budget is being worked on. The budget will be presented to the Finance Committee for revision and approval, in order to be ready for Library Board to approve at next regular meeting. The January 2019 financial report was reviewed and accepted unanimously upon the motion by Adrian Percy and a second by Rose Coats.

President Claire Mott skipped to agenda item New Business, introduction of new Library Board Member, Soraya Landry.

Director's Report: Ms. Beam, Library Director, presented the Public Libraries in Louisiana Statistical Report, 2017. Also shared was January's statistical report with the added item of programs are now included. Ms. Beam reported on the outreach programs attended, along with the parish and club meetings attended. Highlights for February were shared including the announcement of the Friends of the Library Meet and Greet on February 27<sup>th</sup> time TBD.

Old Business: Next Library Board Regular Meeting will be Monday, February 11, 2019 at **4:00 P.M.**

New Business:

- a. Nomination and Election of Officers: Adrian Percy nominated Rose Coats as Vice President and was seconded by Soraya Landry. All was in favor of Rose Coats being Vice President. Nomination for President was made by Soraya Landry for Claire Mott as President and seconded by Meg Kendrick. All was in favor of Claire Mott being President.
- b. Appointments for Committees
  - a. Budget Committee is Claire Mott, Meg Kendrick and Soraya Landry. There will be a Budget Committee meeting to work on 2019/2020 budget on March 4<sup>th</sup> at 4:30.
  - b. Policy Committee is Adrian Percy, Clare Williams and Rose Coats.
- c. Adopt resolutions to surplus items: Meg Kendrick made a motion to declare the 2 Gondola Units, 4 Kestrel Stools, and 2 Book Carts as surplus, to determine the fair value cost, and to sell by using the "Local Service Law" from the Legislative Auditor's FAQ document titled, Disposition of Surplus Property. Soraya Landry seconded the motion with all unanimously approving.

There being no other business before the board, motion to adjourn was made by Rose Coats with a second by Adrian Percy at 5:20 P.M., passing unanimously.

Submitted by Natalie D. Beam, Secretary