

Colfax, LA
April 8, 2025

The Library Board of Control of the Parish of Grant, State of Louisiana, met in regular session at the Grant Parish Police Jury Meeting Room, 200 Main Street, Colfax, Louisiana, on Tuesday, April 15, 2025 at 5:00 p.m.

The following members were present:

Mr. Mark Ball, Mr. Cephas Bowie Jr., Mr. Brandon DuBois, Mr. Johnny Jamison, and Mr. Roy Edwards

The following members were absent:

Mr. Winston Roberts and Mr. Mike Merrell

Motion by Mr. Roy Edwards, seconded by Mr. Mark Ball to open the meeting to public comments on agenda items. Motion carried unanimously.

No discussions were brought forth

Motion by Mr. Johnny Jamison, seconded by Mr. Roy Edwards to accept the minutes of the last meeting as published on the website and to be published in the official journal. Motion carried unanimously.

Board members reviewed and discussed the financial reports, statistical reports, and detailed vendor report. Board members questioned the higher expenses and discussed the annual fees associated with library programs. It was brought to their attention that the cost of Wi-Fi services through Skyriders has increased from \$1,118.80 per month to \$5,494.00 due to an E-Rate (E-rate, short for the Universal Service Fund for Schools and Libraries Program, is a US federal program that provides discounts on telecommunication and Internet access services for eligible schools and libraries. This program aims to ensure that these institutions have access to affordable, high-speed connectivity.) application not being completed last year. This will cost an additional estimated \$52,500.00 for the year. The report has been filed for 2026 so hopefully the cost will decrease again. Board members also discussed obtaining a quote for Wi-Fi through SWYFT Fiber and comparing costs.

Board members discussed current and upcoming programs at the library. Currently, all branches host a Munch & Learn program for children every Monday at 1:30. Children can attend at no cost to get a snack and make a craft or participate in an activity. The Summer Reading Program is also getting ready to kick off in June. This year's theme is Color Our World. There will be a kickoff week in May with advertising in the Chronicle, on Facebook, community calendars, and the website to name a few.

Board members were given a spreadsheet of current employee wages, job descriptions, and comments by employees regarding their current positions and goals for their future with the library. Four employees are currently making less than \$10.00 per hour, and two employees make less than \$10.25 per hour. All board members agreed that the pay scale needed to be adjusted to create a fair wage for each position. After much discussion, it was decided that the board members would study the job description and the current wage to create a new pay scale to be discussed at the next meeting of the board in May.

Board members were asked to approve 8 hours of personal time for the part time employees. Board members agreed to consider part time employee benefits and will visit the topic again at the next meeting.

Time sheets and swipe cards were also discussed to assist the employees who are having difficulty utilizing the fingerprint scanner and the board approved the swipe cards for those employees.

Board members discussed the excess library van that no longer runs and is currently being utilized for storage. The library has also been paying for two storage buildings for several years to house old furniture, holiday decorations, and formal gowns. Board members discussed sorting through the items in storage and whether to submit a request to the jury to send excess items to

auction. They also discussed the possibility of closing in part of the parking garage at the main branch for climate-controlled storage.

The board was presented with three new policies that had recently been created but not officially approved at a board meeting. The Patron Telephone and Cell Phone Policy, Employee Cell Phone Use, Service Animal Policy, and a Weapons Policy were all given to board members to review and discuss at the next meeting.

Mr. John. L. Landry, Mayor of Dry Prong, submitted a written request to relinquish all maintenance, supplies, and utilities of the Dry Prong Branch Library. They would keep the ownership of the building. Board members will visit the Dry Prong Branch Library for a walk-through inspection of the building before visiting the matter again at the next meeting.

Board members were shown photos of damage at the Main Branch Library in Colfax where water damage has occurred due to missing a large section of the gutters. Board members approved having that section replaced and then assessing the needed repairs.

Board members discussed issues with flooding of the Georgetown Branch Library. Sandbags that had been used in the past are dry rotted. Board members will get new sand bags and replace the old ones.

Board members reviewed Louisiana Revised Statute 25:215(A)(2) which currently provides:

In addition to librarians as provided in Paragraph (1) of this Subsection, the board of control may hire a library director and establish qualifications for the position. The board of control may but is not required to provide that a certificate or permit from the State Board of Library Examiners is a qualification for the library director position. The board of control may provide that the library director shall serve as the head librarian. The requirement in Paragraph (1) of this Subsection for certification by the State Board of Library Examiners is not applicable to a head librarian who is also serving as a library director. They also reviewed position announcements from other parishes. They will discuss the qualifications and salary at the next board meeting.

The motion to advertise the vacant position of director has been postponed until the qualifications and salary are approved by the board.

Motion by Mr. Mark Ball, seconded by Mr. Roy Edwards to adjourn. Motion carried unanimously.

Disclaimer: These minutes are not official until adopted by the board at the next meeting.