

**REGULAR MEETING  
GRANT PARISH LIBRARY  
BOARD OF CONTROL**

Notice Posted                      4/14/2025                      3:00 P.M.

A public meeting will be held as follows:

DATE:     April 15, 2025  
TIME:     5:00 P.M.

PLACE OF MEETING:                      Grant Parish Police Jury Meeting Room  
   Courthouse Building  
   200 Main St.  
   Colfax, LA 71417

**AGENDA**

Call to Order  
Roll Call

1. MOTION TO OPEN AGENDA TO PUBLIC COMMENTS ON AGENDA ITEMS
2. MOTION TO ACCEPT THE MINUTES OF THE LAST MEETING AS PUBLISHED ON THE WEBSITE AND TO BE PUBLISHED IN THE OFFICAL JOURNAL
3. REVIEW AND DISCUSS THE FOLLOWING REPORTS:
  - a. FINANCIAL REPORTS
  - b. STATISTICAL REPORTS
  - c. DETAILED VENDOR REPORT
4. DISCUSS CURRENT AND UPCOMING PROGRAMS OFFERED AT THE GRANT PARISH LIBRARY
5. DISCUSS CURRENT LIBRARY POSITIONS, SALARIES, AND ORG CHART
  - a. REVIEW JOB DESCRIPTIONS SUBMITTED BY EMPLOYEES WITH RECOMMENDATIONS
  - b. REVIEW AND DISCUSS CURRENT PAY SCALE AND REQUESTED PAY SCALE
  - c. DISCUSS AN 8 HOUR ANNUAL DAY FOR PART TIME EMPLOYEES
  - d. DISCUSS THE USE OF TIMESHEETS FOR LIBRARY EMPLOYEES
  - e. DISCUSS EMPLOYEES USING SWIPE CARDS IN LIEU OF FINGERPRINTS
6. DISCUSS AUCTIONING THE EXCESS VAN AND EXCESS FURNITURE
7. DISCUSS NEWEST POLICIES NEEDING APPROVAL FROM THE BOARD
8. DISCUSS LETTER FROM DRY PRONG MAYOR REGARDING MAINTENANCE, UTILITIES, AND SUPPLIES FOR THE DRY PRONG BRANCH LIBRARY
9. DISCUSS BUILDING MAINTENANCE NEEDED AT THE COLFAX BRANCH
10. DISCUSS QUALIFICATIONS AND PAY SCALE FOR THE VACANT DIRECTOR POSITION
11. MOTION TO ADVERTISE THE VACANT POSITION OF DIRECTOR FOR THE GRANT PARISH POLICE JURY
12. MOTION TO ADJOURN

**Brandon DuBois**  
**Grant Parish Library Board of Control**  
**200 Main St. Courthouse Colfax, La.**  
**318-627-3157**

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact **Sissy Pace** at **318-627-3157** describing the assistance that is necessary.

Join Zoom Meeting  
<https://zoom.us/j/3895301432?pwd=RmVTbkYrblR5R0dnZkpNOFcwc2FSdz09>  
PASSCODE: 1234