

**DESOTO PARISH LIBRARY  
BOARD OF CONTROL MEETING  
MINUTES  
PELICAN BRANCH MEETING ROOM  
AUGUST 24, 2023**

**CALL TO ORDER**

Evelyn Brown Quinn called meeting to order at 2:18 pm.

**ROLL CALL**

Present: Evelyn Brown Quinn, Leon W. Hunt, Katherine Freeman, Nancy Spillman, Ernel Jones. Staff included Bill Smith and Pam Burr.

Absent: Margaret Dickerson, Michele Abington-Cooper, Ronald Jackson. Staff included Delbert Terry.

**WELCOMING OF GUESTS**

Latrishia Jackson, Doris Ross, Barbara Jones, Frances Tyler, Dwain Spillman, Willie Richardson, Marian Ponthieux, and Maura Gardner.

Mrs. Maura Gardner with Dees, Gardner CPA's, presented an overview of the audit they preformed for the year 2022. Overall the audit went well. The net liability of the library increased by approximately 40% for the year. It was stated that the minutes for all of the Board Meetings should include a statement stating the Board approved the financial statements comparing the Budgeted amounts to the Actual amounts. It was also stated that we had one finding where we had one employee that had worked more than 90 days and had not taken the required training for Sexual Harassment.

**APPROVAL OF MINUTES**

Leon W. Hunt moved to approve minutes of the May 25, 2023, Regular Board Meeting seconded by Nancy Spillman. The motion carried unanimously.

## **REPORT OF FINANCES**

Ernel Jones motioned to approve expenditures from May 1, 2023 to July 31, 2023 seconded by Katherine Freeman. The motion carried unanimously.

The Board did review the current financial statements including: Profit & Loss Budget vs. Actual, Profit & Loss by Class, and the Balance Sheet all dated through July 2023.

## **NEW BUSINESS**

Bill Smith updated the Board on Act 436, Patron Card Policy (Update), and the Collection Development Policy (Update) and explained that the documents have been submitted to the District Attorney's office for approval.

The Board did consider adding an additional Board Member's signature to the Bank Account and after some discussion they decided not to make any recommendations. Mr. Ernel Jones did suggest that the President should be on the list of available signers but no motion was made.

Mr. Ernel Jones did bring up some issues concerning the maintenance of the buildings, and personnel issues. There was no action taken on any of these issues.

## **ANNOUNCEMENT**

The next regular DeSoto Parish Library Board of Control meeting will be on Thursday, November 16, 2023 at 2:00 P.M. The meeting will be held in the Meeting Room of the Logansport Branch Library. There will be a Budget Hearing meeting to allow for public comment on the proposed budget just prior to the Board meeting. The Budget Hearing meeting is scheduled for 1:45 P.M. in the Meeting Room of the Logansport Branch Library.

## **ADJOURNMENT**

Leon W. Hunt motioned to adjourn meeting, seconded by Nancy Spillman. Motion carried unanimously. The meeting ended at 3:23 P.M.

Respectively Submitted,

William C. Smith  
Public Services Administrator  
DeSoto Parish Library