

**Calcasieu Parish Public Library
BOARD OF CONTROL
AGENDA**

**109 S. Thompson Ave.
Annex Building**

November 16, 2023

11:15 a.m.

1. Call to Order – Mr. Zaunbrecher, President
 - a. Invocation – Mrs. Mount
 - b. Pledge of Allegiance – Mr. Washington
2. Adoption of the Agenda
3. Public Comments of Items on Agenda
4. Approval of Minutes and Reports
 - a. Board of Control Minutes – October 19, 2023
5. Director's Reports/Financial Reports
6. Committee Reports/Upcoming Meetings
 - a. Nominations Committee Report
 - b. Personnel Committee Report
7. Unfinished Business
 - a. Policy Update
 - b. Port Wonder Update
 - c. Surplus Items
 - i. Consideration to declare additional items as surplus to library operations and to authorize the Police Jury to dispose of them at auction.
 - d. Collection Development Policy
 - i. Consideration to adopt the proposed revisions to the Collection Development Policy in compliance with ACT 436.
8. New Business
 - a. Employee Manual Section 3.6 Policy Update
 - i. Consideration to adopt the revisions to Section 3.6 New Hires / Introductory Period.
 - b. Employee Manual Section 4.6 Policy Update
 - i. Consideration to adopt the revisions to Section 4.6 Safety / Reporting of Injury.
 - c. Employee Manual Section 4.26 Policy Update
 - i. Consideration to adopt the revisions to Section 4.26 Disciplinary Procedures.
 - d. Employee Manual Section 6.2 Policy Update
 - i. Consideration to adopt the revisions to Section 6.2 Holidays.
 - e. 2023 Library Calendar
 - i. Consideration to amend the 2023 Library Calendar to include December 29, 2023, as a library closure day for the New Year's Eve Holiday.
 - f. 2024 Library Calendar
 - i. Consideration to accept the proposed 2024 Library Calendar.
 - g. 2024 Slate of Officers
 - i. Presentation of the 2024 Slate of Officers from the Nominating Committee.
9. Anything else to come before the Board.
10. Suggestions for Future Agenda
11. Announcements/Board Round Table
12. Adjournment

- Next Board Meeting: January 18, 2024

Reminder: Complete Louisiana Ethics Training and Preventing Sexual Harassment Training Before December 31, 2023.