

**Calcasieu Parish Public Library
BOARD OF CONTROL
PERSONNEL COMMITTEE
MINUTES**

301 W. Claude Street

July 27, 2022

11:00 a.m.

The Personnel Committee of the Calcasieu Parish Public Library BOARD OF CONTROL met on Wednesday, July 27, 2022, at 11:00 AM at the Central Library. Mr. Anthony Zaunbrecher presided.

Present
Mr. Brent Cating
Mr. E. Brent Washington
Mr. Anthony Zaunbrecher
Mrs. Willie Mount, *ex-officio*

Absent
Ms. Alice Danclar

Also: Ms. Marjorie Harrison, Library Director; Mrs. Peggy Dupuis, Business Office Associate; Ms. Danielle McGavock, Associate Librarian for Public Services; Ms. Angela Stutes, Human Resources Director; Mr. Dwight Toland, Facilities Manager; and Ms. Karen Daigle, Recorder.

1. Call to Order – Mr. Anthony Zaunbrecher

A MOTION WAS MADE BY MR. CATING, SECONDED BY MR. WASHINGTON, TO ACCEPT THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

There were no public comments.

2. Compensation Plan
 - a. Consideration of proposed pay increase (Employee Manual 5.2 A – Compensation) (see attached *Calcasieu Parish Public Library Employee Manual 5.2 A COMPENSATION; Consumer Price Index, South Region – June 2022; 2023 PAY STRUCTURE (PROPOSED 6%); Comparison REVENUE 2022 – 2022 Revised PJ – 2023; SPENDING REQUEST SUMMARY W/3%; 2023 Proposed Personnel; and Comparison of Salary Increase CPPL*)
 - i. Ms. Harrison explained, every year the director and senior staff sit down and come up with a proposal to bring to the Board for approval. We look at the projected budget, the Consumer Price Index (CPI) for our region, and what we have proposed in the past.
 - ii. Historically, we have made a proposal near the Cost of Living from the Consumer Price Index, this year it continues to go up. The CPI was nine point eight percent (9.8%) in June for the South Region, and ten point six percent (10.6%) over the year in the West South Central division. We feel we need to make a proposal like last year; to move the pay scale up six percent (6%) and give an additional three percent (3%) Cost of Living raise.
 - iii. Ms. Harrison continued, Peggy put together some projections, starting with six percent (6%) plus three percent (3%), and we looked at how that would fit into the budget. We then looked at six percent (6%) plus four percent (4%) and six percent (6%) plus five percent (5%), they fit, but we felt we should start at six percent (6%) plus three percent (3%). Looking at the revenue side, the taxes coming in will be

similar to what we received last year. We will continue to be at less than fifty percent (50%) of our funding for personnel.

- iv. Ms. Stutes added, another reason to adjust the pay scale and add cost of living raise, is that it gets our lower tier pay grades closer to the fifteen dollar (\$15) minimum wage so that when it does come, we will be closer to where we need to be.
- v. There was discussion

A MOTION WAS MADE BY MR. CATING, SECONDED BY MR. WASHINGTON, TO RECOMMEND TO THE FINANCE COMMITTEE TO ACCEPT THE PROPOSED PAY SCALE INCREASE OF SIX PERCENT (6%) AND THE PROPOSED PAY INCREASE OF THREE PERCENT (3%) FOR COST OF LIVING FOR ALL CALCASIEU PARISH PUBLIC LIBRARY EMPLOYEES.

THE MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY MR. CATING, SECONDED BY MR. WASHINGTON, FOR LIBRARY STAFF TO INVESTIGATE THE ABILITY TO RECONSIDER THE PAY GRADES, ESPECIALLY AT THE LOWER END OF THE SCALE WITH THE INTENTION OF MAKING IT EASIER FOR RECRUITMENT PURPOSES, WITH NEXT YEARS PAY INCREASE PROPOSAL.

- vi. There was discussion.

THE MOTION CARRIED UNANIMOUSLY.

- 3. Anything else to come before the committee – There was nothing else.
- 4. Adjournment

A MOTION WAS MADE BY MR. WASHINGTON, SECONDED BY MR. CATING, TO ADJOURN THE MEETING.

THE MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at 12:00 PM

APPROVED



Marjorie Harrison, Secretary