

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

301 W. Claude Street

October 11, 2017

2:00 p.m.

The Personnel Committee of the Calcasieu Parish Public Library BOARD OF CONTROL met on Wednesday, October 11, 2017 at 2:00 p.m. at the Central Library. Mrs. Willie Mount, Chairman, presided.

Present

Mrs. Willie Mount - Chairman  
Mr. Paul Arnold - President  
Dr. Dale Schanz  
Ms. Alice Danclar  
Mrs. Laura Richardson

Also: Ms. Marjorie Harrison, Library Director; Ms. Angela Stutes, Human Resources Director;  
Mrs. Pamela B. Edwards, Associate Librarian, Public Services; Ms. Cathy Frank, Recorder.

Call to order: Mrs. Mount, Chairman

**Adoption** of the Agenda:

**No member of the public made a comment.**

**BY GENERAL CONSENSUS, THE AGENDA WAS ADOPTED.**

**Review** the Personnel Manual:

After much discussion, the Personnel Committee suggested revisions to the following items:

- **1.10 Administration of the Library Human Resources System**
- **3.4 Nepotism**
- **3.5 Hiring Process**
- **3.6 New Hires/Introductory Period**
- **4.16 Social Media**

Ms. Harrison will confer with the Board attorney on the proposed revisions and final draft of the manual.

Ms. Harrison will send changes/revisions that were made by the Personnel Committee, and another meeting of the Committee will be scheduled to approve those changes/revisions before being presented to the Board of Control.

**No member of the public made a comment.**

**BY GENERAL CONSENSUS, THE PERSONNEL COMMITTEE MEETING WAS ADJOURNED.**

The meeting adjourned at 4:13 p.m.

Approved:



Ms. Marjorie Harrison, Secretary

October 11, 2017  
Personnel Committee Minutes