

**Calcasieu Parish Public Library
BOARD OF CONTROL
SPECIAL MEETING
MINUTES**

301 West Claude Street

May 30, 2019

12:00 p.m.

The Calcasieu Parish Public Library BOARD OF CONTROL met in a special session on Thursday, May 30, 2019 at 12:00 p.m. at the Central Library. Mrs. Laura Richardson, Vice President, presided.

Present	Absent
Mr. E. Brent Washington, President	Mr. Brent Cating
Mrs. Laura Richardson, Vice President	Mrs. Willie Mount
Mr. Paul Arnold	
Ms. Alice Danclar	
Mrs. Michelle McInnis	
Dr. Dale Schanz	
Mr. Anthony Zaunbrecher	

Also: Ms. Marjorie Harrison, Library Director; Mr. Mike Broussard, Systems Librarian; Mrs. Jessie Cart, System Operator; Mr. David Comeaux, Facilities Manager and Recorder; Ms. Karen Daigle, Recorder-in-training.

1. Call to Order – Mrs. Richardson, Vice President
 - a. Mr. Arnold pronounced the invocation
 - b. Dr. Schanz led all present in the *Pledge of Allegiance*

2. Adoption of the Agenda

A MOTION WAS MADE BY MR. ARNOLD, SECONDED BY MRS. MCINNIS TO AMEND THE AGENDA TO ADD THE FOLLOWING ITEM UNDER NEW BUSINESS:

A. CONSIDERATION TO DECLARE LIBRARY VEHICLE, 2010 FORD EXPLORER, AS SURPLUS TO LIBRARY OPERATION.

THE MOTION PASSED UNANIMOUSLY

A MOTION WAS MADE BY MR. ZAUNBRECHER, SECONDED BY MS. DANCLAR TO ACCEPT THE AGENDA AS AMMENDED. THE MOTION PASSED UNANIMOUSLY

3. Public Comments of Items on Agenda – there were no public comments

4. Unfinished Business
 - a. Integrated Library System (ILS) request for proposal
 - i. Consideration to authorize the director to make the purchase recommendation for an Integrated Library System (ILS) from bids received from Calcasieu Parish Police Jury advertisement. – Mr. Broussard and Mrs. Cart answered questions from the Board detailing the process of choosing an ILS.
 - (1) The ILS is the core of the library, it is vital for the system to operate.
 - (2) The document created by the committee is 177 pages; we are in the process of going through the answers and scoring them.
 - (3) One of the criteria is that all our patron information must stay in the United States; different countries have different privacy laws, and it is very important to keep our patron information private.

A MOTION WAS MADE BY MR. ARNOLD, SECONDED BY DR. SCHANZ TO AUTHORIZE LIBRARY DIRECTOR, MARJORIE HARRISON, TO MAKE THE PURCHASE RECOMMENDATION FOR AN INTEGRATED LIBRARY SYSTEM (ILS) FROM BIDS RECEIVED FROM THE CALCASIEU PARISH POLICE JURY. THE MOTION PASSED UNANIMOUSLY.

There were no public comments.

5. New Business

- a. Declare library vehicle, 2010 Ford Explorer, as surplus
 - i. Consideration to declare the 2010 Ford Explorer, Unit L20, Asset #17394, VIN 1FMEU6DE4UA47105, with mileage 103,025, as surplus to library operation, and to authorize the Police Jury to dispose of the vehicle on the surplus government equipment auction site. (GovDeals.com).

A MOTION WAS MADE BY MR. ARNOLD, SECONDED BY DR. SCHANZ, TO DECLARE THE 2010 FORD EXPLORER, UNIT L20 ASSET #17394, VIN 1FMEU6DE4UA47105, WITH MILEAGE 103,025, AS SURPLUS TO LIBRARY OPERATIONS, AND TO AUTHORIZE THE POLICE JURY TO DISPOSE OF THE VEHICLE ON THE SURPLUS GOVERNMENT EQUIPMENT AUCTION SITE. (GOVDEAL.COM) THE MOTION PASSED UNANIMOUSLY

There were no public comments.

6. Anything else to come before the Board

- a. Mr. Zaunbrecher and Dr. Schanz apologized for missing the training on May 20, 2019.

7. Adjournment –

A MOTION WAS MADE BY MR. WASHINGTON, SECONDED BY DR. SCHANZ, TO ADJOURN THE MEETING. THE MOTION PASSED UNANIMOUSLY.

There were no public comments.

The meeting adjourned at 12:17 p.m.

The next meeting of the Board of Control will be held:

-July 18, 2019

APPROVED:


Marjorie Harrison, Secretary