

Calcasieu Parish Public Library
BOARD OF CONTROL
PERSONNEL COMMITTEE
MINUTES

301 West Claude Street

October 29, 2019

1:30 p.m.

The Personnel Committee of the Calcasieu Parish Public Library BOARD OF CONTROL met on Tuesday, October 29, 2019 at 1:30 p.m., at the Central Library. Dr. Dale Schanz, Chair, presided.

Present
Dr. Dale Schanz, Chair
Mr. Paul Arnold
Mrs. Laura Richardson
Ms. Alice Danclar

Absent
None

Also: Ms. Marjorie Harrison, Library Director; Mr. David Comeaux, Facilities Manager; Mrs. Pamela B. Edwards, Associate Librarian for Public Services; Mrs. Missi Felio, Webmaster; Ms. Angela Stutes, Human Resources Director; Ms. Karen Daigle, Recorder.

1. Call to Order – Dr. Schanz, Chair.
2. Overtime Policy
 - a. Consideration to revise the overtime pay practice – Ms. Harrison reviewed the proposed changes to the overtime pay practice, explaining this change would put our policy in-line with what the Police Jury currently does. This revision would give on-call employees, primarily IT and facilities staff, the opportunity to be paid out for overtime instead of accruing ETO. We currently pay these hours out once they reach eighty (80) hours, the proposed change would give us the ability to pay it out as it is earned. There was discussion.
**A MOTION WAS MADE BY MRS. RICHARDSON, SECONDED BY MR. ARNOLD, TO ACCEPT THE REVISIONS AS PRESENTED.
THE MOTION PASSED UNANIMOUSLY**

There were no public comments

3. Anything else to come before the Committee – Dr. Schanz advised the committee to review the information provided for the next meeting.
 - a. The next meeting of the Personnel Committee will be held November 14, 2019 at 11:00 a.m. at the Sulphur Regional Library.
4. Adjournment –
**A MOTION WAS MADE BY MR. ARNOLD, SECONDED BY MRS. RICHARDSON, TO ADJOURN THE MEETING.
THE MOTION PASSED UNANIMOUSLY.**

There were no public comments.

The meeting adjourned at 1:41 p.m.

APPROVED:


Marjorie Harrison, Secretary