

**Calcasieu Parish Public Library
BOARD OF CONTROL
BUILDINGS AND PROPERTIES COMMITTEE
MINUTES**

301 W. Claude Street

December 18, 2019

9:00 a.m.

The Buildings and Properties Committee of the Calcasieu Parish Public Library BOARD OF CONTROL met on Wednesday, December 18, 2019 at 9:00 a.m., at the Central Library. Mr. Anthony Zaunbrecher, Chair, presided.

Present
Mr. Anthony Zaunbrecher, Chair
Ms. Alice Danclar
Mrs. Willie Mount

Absent
Mr. Brent Cating
Mr. E. Brent Washington, *ex-officio*

Also: Ms. Marjorie Harrison, Library Director; Mr. David Comeaux, Facilities Manager; Mrs. Pamela B. Edwards, Associate Librarian for Public Services; Mrs. Missi Felio, Webmaster; Mrs. Loretta Gharst, Associate Librarian for Collection and Computing Services; Mrs. Felicia Oliver, Epps Memorial Library Branch Manager; Mr. Brandon Shoumaker, Carnegie Memorial and SWLA Genealogical and Historical Library Branch Manager; Ms. Angela Stutes, Human Resources Director, Ms. Karen Daigle, Recorder.

1. Call to Order – Mr. Zaunbrecher
2. Adoption of Agenda
**A MOTION WAS MADE BY MRS. MOUNT, SECONDED BY MS. DANCLAR, TO ADOPT THE AGENDA AS PRESENTED.
THE MOTION PASSED UNANIMOUSLY**

There were no public comments.

3. Library Service Hours
 - a. Consideration to revise service hours at Carnegie Memorial Library, Epps Memorial Library, and SWLA Genealogical and Historical Library.
 - i. Currently, Epps Library and SWLA Genealogy Library are open eight (8) hours on Saturdays, with one person working for the whole day; Carnegie is not open. The library is proposing we change those hours to better serve the communities and library staff. There was discussion regarding staffing and public use of the branches.

**A MOTION WAS MADE BY MRS. MOUNT, SECONDED BY MS. DANCLAR, TO CHANGE THE HOURS OF OPERATION ON SATURDAY AT CARNEGIE, EPPS, AND THE SWLA GENEALOGICAL AND HISTORICAL LIBRARIES TO FIVE (5) HOURS AS PROPOSED BY LIBRARY STAFF.
THE MOTION PASSED UNANIMOUSLY.**

Library staff will decide the specific hours of operation. These changes will be considered a trial and the Committee will revisit in six (6) months.

4. Anything else to come before the committee – there was nothing else.

5. Adjournment

THE MEETING WAS ADJURNED BY GENERAL CONSENSUS.

The meeting adjourned at 9:21 a.m.

There were no public comments.

APPROVED

A handwritten signature in black ink, appearing to read "Marjorie Harrison", with a long horizontal flourish extending to the right.

Marjorie Harrison, Secretary