

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

301 W. Claude Street

August 13, 2020

11:00 a.m.

The Finance Committee of the Calcasieu Parish Public Library BOARD OF CONTROL met on Thursday, August 13, 2020 at 10:00 AM at the Central Library. Mr. Brent Cating, Chair, presided.

Present
Mr. Brent Cating, Chair
Mr. Paul Arnold
Mr. Anthony Zaunbrecher

Absent
Mrs. Willie Mount
Mrs. Laura Richards, *ex-officio*

Also: Ms. Marjorie Harrison, Library Director; Mrs. Peggy Dupuis, Business Office Associate; Mrs. Pamela B. Edwards, Associate Librarian for Public Services; Mrs. Loretta Gharst, Associate Librarian for Collection and Computing Services; Ms. Angela Stutes, Human Resources Director; Mr. Dwight Toland, Facilities Manager; and Ms. Karen Daigle, Recorder

1. Call to Order – Mr. Brent Cating, Chair
2. Adoption of Agenda

**A MOTION WAS MADE BY MR. ARNOLD, SECONDED BY MR. ZAUNBRECHER, TO ACCEPT THE AGENDA AS PRESENTED.
THE MOTION PASSED UNANIMOUSLY**

There were no public comments.

3. Consider salary increase recommendation from the Personnel Committee. – Ms. Harrison indicated the Personnel Committee recommended a raise of three percent (3%) to all employees; each member of the Finance Committee was given the *Consumer Price Index, South Region*. There was discussion, including the services and resources the library provides to the community, and how library staff work to make those services and resources available.
 - a. Mr. Cating said if there were no objections, the Budget Motion will include a three percent (3%) raise as recommended by the Personnel Committee.
 - b. There were no objections.
4. Review the 2021 draft Budget – Members of the Committee reviewed the 2021 draft Budget as presented by Ms. Harrison. (see attached budget documents) There was discussion, and questions were asked of library senior staff.

**A MOTION WAS MADE BY MR. ZAUNBRECHER, SECONDED BY MR. ARNOLD, TO RECOMMEND TO THE FULL BOARD TO ACCEPT THE PROPOSED 2021 BUDGET OF \$14,499,080, THAT INCLUDES A THREE PERCENT (3%) INCREASE IN PAY.
THE MOTION PASSED UNANIMOUSLY**

There were no public comments

The Committee approved budget proposal will go before the Full Board at the September 17, 2020 Library Board of Control Meeting

5. Anything else to come before the committee –
 - a. Mr. Arnold requested information about the progress for the renovations on the Capital One buildings.
 - i. Ms. Harrison explained Denelle had some recommendations for Mr. Brossett, and Mr. Brossett also met with Loretta regarding IT and collection needs. Harrison stated, "We're not quite there yet".
6. Adjournment

A MOTION WAS MADE BY MR. ZAUNBRECHER, SECONDED BY MR. ARNOLD, TO ADJOURN THE MEETING.

THE MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 12:15 p.m.

APPROVED


Marjorie Harrison, Secretary