

**Calcasieu Parish Public Library
BOARD OF CONTROL
LIBRARY SERVICES, RESOURCES, AND POLICIES COMMITTEE
MINUTES**

301 W. Claude Street

August 31, 2021

10:00 AM

The Library Services, Resources, and Policies Committee of the Calcasieu Parish Public Library BOARD OF CONTROL met on Tuesday, August 31, 2021, at 10:00 a.m. at the Central Library, Mrs. Michelle McInnis, Chair, presided.

Present
Mrs. Michelle McInnis, Chair
Mrs. Laura Richardson
Mr. Anthony Zaunbrecher

Absent
Mr. E. Brent Washington
Dr. Dale Schanz, *Ex-officio*

Also: Ms. Marjorie Harrison, Library Director; Ms. Danielle McGavock, Associate Librarian for Public Services; and Ms. Karen Daigle, Recorder.

1. Call to Order – Mrs. McInnis, Chair
2. Adoption of Agenda

A MOTION WAS MADE BY MRS. RICHARDSON, SECONDED BY MR. ZAUNBRECHER, TO ADOPT THE AGENDA AS PRESENTED.

3. Public Comments of Items on Agenda – There were no public comments.
4. Presentation of the draft Unattended Child Policy and consideration to recommend the policy to the Board for approval. (see attached *Unattended Child Policy*; *UNATTENDED CHILD POLICY* brochure; and *draft Unattended Child Policy*)
 - a. Ms. Harrison explained, the old policy as well as the brochure say basically the same thing, they are just in different formats. The policy was originally adopted in 2004, so it was slated for review. Prior to Pam's retirement, she had a public services committee, who took the existing policy and made a few changes. They mostly rewrote things for clarity or to make the policy easier to follow and understand. Ms. Harrison continued, there is a major change from the old policy; the age of unattended children allowed in the library went up. Previously, the policy stated children up to ten (10) years of age must be accompanied by an adult. In the revision, we would like to change this to read children twelve (12) years of age and younger must be accompanied by an adult. The policy also addresses the exceptions of children under the age of thirteen (13) who were attending programs with 2a and 2b. Both of which reiterate the child must be picked up promptly after the program ends.
 - b. There was discussion, which included the Code of Conduct Policy.

A MOTION WAS MADE BY MR. ZAUNBRECHER, SECONDED BY MRS. RICHARDSON, TO RECOMMEND, TO THE FULL BOARD, ADOPTION OF THE REVISED UNATTENDED CHILD POLICY AS PRESENTED.

There were no public comments.

5. Anything else to come before the committee. – Ms. Harrison informed the Committee that library staff are working to update a couple of other policies, which she hopes to have ready soon.
6. Adjournment

**A MOTION WAS MADE BY MRS. RICHARDSON, SECONDED BY MR. ZAUNBRECHER,
TO ADJOURN THE MEETING.**

The meeting adjourned at 10:14 AM.

APPROVED


Marjorie Harrison, Secretary