

**Pointe Coupee Parish Library
Board of Control
June 12, 2024**

Call to Order

Wylene Hurst, Library Board President, called the general business meeting of the Pointe Coupee Parish Library Board of Control to order at 5:42pm.

Roll Call

Present: Mrs. Grace Hebert, Ms. Wylene Hurst and Mrs. MaryHelen McCoy

Absent: Ms. Philomena Fontenot and Mrs. Kate Roy.

Approval of Agenda

It was moved by Mrs. Hebert and seconded by Mrs. McCoy to accept the agenda as amended with the addition of 1.a. Designation of Certificates of Deposit. Motion carried.

Approval of Minutes

The approval of the minutes of May 8, 2024 are postponed at this time.

Public Comment

No public comments.

2023 Audit Report – Aloysia Ducote, CPA Ducote & Co

Mrs. Ducote reviewed the 2023 Audit of the Pointe Coupee Parish Library Financial Statements. Her statements included the following: The library kept operating expenses within the budget for the year and the library has consistently operated within the revenues generated. The library continues to operate within its budget restrictions. The total cost of all programs and services increased approximately \$4,377 or 0.22%. The Library's expenses cover all services, which it offers to the public.

Management projections for 2024 and 2025 do not include increases in revenues, continuing with conservative budgets for 2024 and 2025. The Library has experienced a negative impact on the primary revenue source for the Library, ad valorem taxes, due to a loss of transport companies operating in Pointe Coupee Parish and exemptions from ad valorem taxes granted to business in the Pointe Coupee Parish for future years. Neither library fees nor grant income are expected to increase; therefore, future revenues other than ad valorem taxes, are expected to remain consistent with the current year. Staff levels are not expected to increase, although retirement costs and health costs have continued to rise. Management projects reductions in budgetary items due to anticipated reductions in income. Measures taken by the library to operate within budgeted revenues and expenses include retaining sufficient active staff to maintain proper level of services, while reducing the total number of employees and increasing the Library's portion of employee benefit coverage reducing or controlling expenses in other areas.

There were No Findings. The Library has managed another successful year of budgetary excellence.

It was moved by Mrs. McCoy and seconded by Mrs. Hebert to accept the 2023 Audit of the Pointe Coupee Parish Library Financial Statements as presented by Ducote & Co. Motion carried.

Librarian's Report

Library Director Melissa Hymel presented a review of the 2024 financial statement to date.

It was moved by Mrs. Hebert and seconded by Mrs. McCoy to commit current Certificates of Deposit with any and all interest of said funds to future maintenance and support of Capital Project needs. Motion carried.

During the April 10, 2024 storm, the roof of the Innis Library and meeting room were both damaged due to wind and hail. An insurance inspected both roof systems. Damages are covered under the Library's insurance and repairs/replacement of roof systems have been completed. A massive cleanup of both the Innis and Morganza locations has also begin as a result of the recent storms.

The State Legislative session presented a number of bills related to public libraries and library operations. These bills are now in the process of being either approved or vetoed by the Governor. Once a final review is made on the numerous legislative items, a presentation will be conducted at the next Library Board meeting.

Programs

A listing of upcoming and recently completed programs at all facility locations was presented. This list covered the next three months of library activities. Calendars of the 2024 Summer Reading Program was also presented.

The library is currently working with Breanna Staab, our LSU Extension Assistant Nutrition Agent, on a number of programs. She has written and received funding for a walking trail deconstructed story book. Possible location for this project is the Innis walking trail. Mrs. Staab was also commended for her assistance in numerous healthy food programs within our library system for both adults and children.

Adjourn

Being no further business to come before the Library Board, it was moved by Mrs. Hebert and seconded by Mrs. McCoy to adjourn. Motion carried. The President adjourned the meeting at 7:10 pm. The next scheduled meeting of the Pointe Coupee Parish Library Board of Control will be Wednesday, August 14, 2024.

Melissa Hymel, Secretary
August 14, 2024