

**Minutes**  
**Caldwell Parish Library Board of Control**

The Caldwell Parish Library Board of Control met at 10:00 AM Wednesday, August 17, 2022 in the meeting room.

Members in attendance were: M. Black, S. Chappell, C. Hearn, A. Parker, H. Yearby, T. Hartsfield

Absent: M. Childress, A. Dannehl

The meeting was called to order by Mr. Hearn, with Mr. Yearby, leading the invocation.

Prior minutes were read. Motion to accept as read was made by Mr. Yearby and seconded by Mr. Black.

Financials were reviewed. The motion to accept was made by Mrs. Chappell, and seconded by Mrs. Parker.

**Director's Report**

Mrs. Hartsfield gave updates on the library activities since the last meeting.

- We had a very successful Summer Reading Program.
- We distributed bags of literature at the Back to School Bash.

**Updates:**

- Expansion project
  - Now that we are moving forward, we need a subcommittee. Mr. Black and Mrs. Parker have agreed to be on this committee.

**New Business:**

- Audit Report
  - We did have one finding on the 2021 Audit. No Written Policies and Procedures in place. Mrs. Hartsfield has researched the LLA website, the Caldwell Parish Police Jury, and other libraries

to create a draft copy to present to the board. Each board member received a copy of the draft to review. They will be discussed and adopted at the December meeting.

- ARSL Conference
  - Mrs. Hartsfield will be attending the Association of Rural and Small Libraries in Chattanooga, Tennessee September 14th - 16th. Motion to approve paying for travel and lodging was made by Mr. Yearby and seconded by Mrs. Parker.
- Christopher Youth Center
  - Mrs. Hartsfield explained that a representative from Christopher Youth Center is requesting the area libraries become a registered Safe Place. They Provide services for Runaway, Homeless and Victimized Youth. Motion to become a Safe Place was made by Mr. Black and seconded by Mr. Yearby.

**The next board meeting is set for December 14th at 10 am.**

With no further business, the meeting adjourned.

**Respectfully submitted: Tammi Hartsfield, Secretary**