

Minutes
Caldwell Parish Library Board of Control

The Caldwell Parish Library Board of Control met at 10:00 AM Wednesday, February 16, 2022 in the Meeting room.

Members in attendance were: S. Chappell, M. Childress, A. Dannehl, C. Hearn, T. Hartsfield

Absent:

M. Black, A. Parker

Guests: Mr. Henry Yearby

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

Prior minutes were read. Motion to accept as read was made by Mrs. Dannehl and seconded by Mrs. Childress.

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

Director's Report

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

- Her State board certification has been renewed for 5 years.
- She attended the Louisiana Legislative Auditor Center for Local Government Excellence conference. She will start presenting the simplified financial report based on recommendations from the conference. The full financial report will be reviewed by Mr. Hearn monthly.
- She will be attending the Louisiana Legislative Auditor workshop on setting millage and millage adoption in March.
- She talked to the architect about the expansion. We will invite him to the next meeting.

Updates on unfinished business:

- It was recommended that Mr. Henry Yearby would fill the vacant board position. The motion was made by Mrs. Childress, and seconded by Mrs. Chappell. A resolution will be typed up and presented to the Police Jury for approval.
- Mrs. Hartsfield received the 2020 audit report. There were no findings or exceptions. She is preparing materials for the 2021 audit.

New Business:

- Mrs. Hartsfield stated that the library needed a part-time library clerk 20 - 25 hrs. per week. The motion to hire a new part-time employee, was made by Mrs. Dannehl, and seconded by Mrs. Childress. Mrs. Hartsfield will place an advertisement in the journal and post it on the library website and facebook page..

The next board meeting is set for May 11th.

With no further business, the meeting adjourned.

Respectfully submitted:

Tammi Hartsfield, Secretary