

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

301 West Claude Street

February 16, 2017

10:30 a.m.

The Finance Committee of the Calcasieu Parish Public Library BOARD OF CONTROL met on Thursday, February 16, 2017 at 10:30 a.m. at the Central Library. Mr. Brent Cating, Chairman, presided.

Present

Absent

Mr. Brent Cating, Chairman
Mr. Anthony Zaunbrecher
Mr. E. Brent Washington

Mrs. Willie Mount

Also: Mrs. Marjorie Harrison, Director; Mrs. Peggy Dupuis, Business Manager; Ms. Cathy Frank, Recorder.

Welcome and Call to Order – Mr. Brent Cating

Adoption of agenda:

No member of the public made a comment.

A MOTION WAS MADE BY MR. ANTHONY ZAUNBRECHER AND SECONDED BY MR. E. BRENT WASHINGTON, TO APPROVE THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

Discuss the Fund Balance and Review

After much discussion, the following motion was made.

No member of the public made a comment.

A MOTION WAS MADE BY MR. E. BRENT WASHINGTON AND SECONDED BY MR. ANTHONY ZAUNBRECHER, TO RECOMMEND TO THE FULL BOARD TO (1) APPROVE TO INCREASE OUR INSURANCE RESERVES FROM \$675,000 TO \$1,000,000; (2) ROLL THE REPLACEMENT PIPE RESERVE OF \$200,000 INTO CAPITAL PROJECTS RESERVE. (3) MAKE OUR CATASTROPHIC AND OPERATING RESERVES THREE MONTHS OF THE OPERATING BUDGET (WHICH IS \$2,500,000); AND EVERYTHING COMES OUT OF UNDESIGNATED FUNDS TO INCREASE EACH FUND. THE MOTION CARRIED UNANIMOUSLY.

Anything else to come before the committee

The committee discussed landscaping for all libraries. The library will put together a scope of work to present to CARC (Calcasieu Association of Retarded Citizens). Meanwhile, Mrs. Harrison obtained the janitorial contract and the landscaping contract from the Police Jury to compare to the current contract the library has with CARC.

No member of the public made a comment.

A MOTION WAS MADE BY MR. E. BRENT WASHINGTON AND SECONDED BY MR. ANTHONY ZAUNBRECHER, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

Adjournment

The meeting adjourned at 11:30 a.m.

Approved:

Mrs. Marjorie Harrison