

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

301 West Claude Street

August 17, 2017

2:00 p.m.

The Finance Committee of the Calcasieu Parish Public Library BOARD OF CONTROL met on Thursday, August 17, 2017 at 2:10 p.m. at the Central Library. Mr. Brent Cating, Chairman, presided.

Present
Mr. Paul Arnold, President
Mr. Brent Cating, Chairman
Mr. Anthony Zaunbrecher
Mrs. Willie Mount

Absent
Ms. Alice Danclar

Also: Ms. Marjorie Harrison, Director; Mrs. Pamela Edwards, Associate Librarian, Public Services; 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 MRS. WILLIE MOUNT AND SECONDED BY MR. ANTHONY ZAUNBRECHER, TO APPROVE THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

2018 Budget Review

Ms. Harrison explained that the library will work from the current budget because at this point, the library has not received a final projected revenue according to the Tax Assessor's Office.

Mr. Cating presented statistical reports of all libraries in the state of Louisiana in order to justify the 5% salary adjustment increase that the Personnel Committee is proposing. Mr. Cating went through the top 11 libraries in the state ranging from a budget of \$5,000,000 to \$15,000,000. Currently Calcasieu library is at 53.26% of total budget after the 5% salary adjustment increase. Other libraries of comparable size are almost 60% of total revenue. Thus, a 5% salary adjustment would bring personnel expenditure relative to what other libraries in the state are doing.

After reviewing the **Proposed 2018 Budget**, the Finance Committee made the following recommendations:

No member of the public made a comment.

A MOTION WAS MADE BY MR. ANTHONY ZAUNBRECHER AND SECONDED BY MRS. WILLIE MOUNT TO RECOMMEND TO THE FULL BOARD TO APPROVE THE 2018 LIBRARY BUDGET IN THE AMOUNT OF \$11,300,078. THE MOTION CARRIED UNANIMOUSLY.

Recommendation from Personnel Committee regarding salaries

No member of the public made a comment.

A MOTION WAS MADE BY MR. ANTHONY ZAUNBRECHER AND SECONDED BY MRS. WILLIE MOUNT, TO RECOMMEND TO THE FULL BOARD, A FIVE PERCENT (5%) SALARY ADJUSTMENT INCREASE FOR LIBRARY STAFF. THE MOTION CARRIED UNANIMOUSLY.

This Salary Adjustment Increase of 5% will offer better career opportunities for existing and future library staff and maintain a higher level of professionalism.

Adjournment

No member of the public made a comment.

A MOTION WAS MADE BY MRS. WILLIE MOUNT AND SECONDED BY MR. ANTHONY ZAUNBRECHER, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at 3:21 p.m.

Approved: Ms. Marjorie Harrison