

Minutes of the Special Called Meeting Held on July 10, 2026

The special called meeting of the new Library Board of Control held on July 10, 2026, was called to order at 10:00 am by the current Acting Director, Dr. Mary Adkins. Present were Heather Wren, Mike Waters, Sharon Jenkins, and Karen Squires. Absent board members were Merrit Cason, Lillie McDonald, and Kathy McDuffy. Mr. Jessie Davis, a Police Jury member, was present in place of Tray Murray, Police Jury president and ex-officio member of the library board. The only visitor present was Dr. Virginia Webb.

A prayer was led by Mr. Mike Waters, and the Pledge of Allegiance was led by Dr. Mary Adkins.

Because this was the first meeting of the newly seated board, there was no old business to address. The New Business was addressed according to the agenda. Dr. Adkins asked each of the board members present to introduce themselves to the board, giving some brief information.

Heather Wren – a preschool teacher for many years and will move to kindergarten this year.

Mike Waters – lives near Social Springs Baptist Church and was born and raised in the Hall Summit.

Sharon Jenkins – born and raised in Red River Parish and has three daughters who are all educators.

Karen Squires – daughter of Mrs. Susan Taylor and the late Mr. Joe Taylor, went to school in Red River Parish, and, after college, taught in the Red River schools. She also worked in supervisory positions. Now she is a journalist, working on the Red River Parish Journal.

After the introductions, board members were given a brief tour of the facility.

After returning to the meeting room, Dr. Adkins asked the board members to open their folders in order to begin the discussion of responsibilities of board members as well as a job description for the director. The first few handouts in the folder contained information about the library and the programs that are in place, including a calendar for July, a brochure about the library in general, and a brochure about the Summer Reading Program. The next handout was a copy of the local ordinance passed by the Police Jury earlier this year. Information in this handout described the composition of the Board of Control and their terms of office and limits, length of contract of employment for the director and all staff, and powers, duties, and financing.

The next handout compared and contrasted the responsibilities of both the board and the library director. Dr. Adkins highlighted the most important points in the areas of policy making, administration of the library, personnel, budget, board meetings, public relations, continuing education, planning for the library's growth, and the responsibilities of the board and library director and the governing authority, which is the Police Jury.

The final handout was about the job description of the library director. Dr. Adkins stressed that some of the requirements have changed. She also said that selection of a director is the most important job that the board has. This discussion will continue at the next meeting when the board members will begin the process of selecting a new director.

The election of officers was postponed to the next meeting because of the absence of three members.

A portion of the meeting time was provided for the new board members to ask any questions that they might have. Several questions were asked, and Dr. Adkins explained the answers.

The next meeting of the board will be the official meeting scheduled for Friday, July 24, 2026, at 10:00am. It was also discussed that the time may need to be adjusted due to some people will be working at the 10:00 hour.

Dr. Adkins adjourned the meeting at approximately 11:30.

Board President

A handwritten signature in cursive script that reads "Mary C. Adkins". The signature is written in dark ink and is positioned above a horizontal line.

Acting Director