Minutes for Library Board Control Meeting on July 24, 2026

The Library Board of Control met on July 24, 2026, for its regularly scheduled quarterly meeting. The meeting was called to order at 10:00 by Acting Director Dr. Mary Adkins. Present were Merritt Cason, Heather Wren, Sharon Jenkins, Kathy McDuffy, Karen Squires, Mike Waters, and Tray Murray. Karen Squires videoed the meeting so that our absent member, Lillie McDonald, could be informed.

Visitors to this meeting were Dr. Virginia Webb, Mrs. Alvester Barfield, and Mrs. Barbara Brister. Dr. Adkins introduced these visitors as former board members and encouraged the current members to speak with them about the board experience. Also present was Mr. Jessie Davis, the police jury administrator.

The prayer was led by Mike Waters, and the pledge was led by Tray Murray.

Dr. Adkins read the minutes from the last meeting on July 10, 2026. The minutes, with a couple of small changes. were approved.

Dr. Adkins began the old business by having two members who were not at the last meeting, Merritt Cason and Kathy McDuffy, introduce themselves. Mrs. Cason introduced herself as the wife of Sawyer Cason, with three grandchildren. Mrs. McDuffy introduced herself as being retired with children and grandchildren.

The second part of the old business was answering some questions that the members had asked at the end of the last meeting. Dr. Adkins had done some research and presented the answers. First of all, she explained that board members could join professional organizations, such as the Louisiana Library Association and the American Library Association. Their membership dues would be paid by the library. In addition, members who choose to attend the conferences will have their travel expenses paid by the library. Secondly, some members had asked at the last meeting that, if selected as president or vice-president, would they still be able to vote. The answer is yes. Serving as an officer does not take away their voting privileges. Last of all, some members wondered if we could meet more often. After talking to a person at the state library, Dr. Adkins found that the only way to meet more often would be to update the by-laws or to call special meetings. After discussion, the board decided to call special meeting when they are needed.

The third item under old business was to determine the qualifications needed for a library director. Dr. Adkins led them in listing qualifications, but the board felt that all of the qualifications listed in the newspaper ads were sufficient.

Finally, officers were not elected at the last meeting due to three members being absent. Mr. Mike Waters and Ms. Sharon Jenkins were nominated for president. After a show of hands, the board elected Mr. Waters as board president. Mrs. Jenkins was voted vice-president.

The first piece of new business discussed was the fact that all members of the board are required to take the state ethics training. Dr. Adkins gave the board members information on how to get to the class on ethics at laethics.net. The additional classes on cybersecurity and sexual harassment can be found at lma.org. Dr. Adkins explained that their completion certificates must be turned in by December 31, 2026. The board chose to make their deadline earlier, and that all certificates should be turned in October 31, 2026.

The second piece of new business involved the naming of a finance committee. Merritt Cason, Sharon Jenkins, and Lillie McDonald were named to the committee. They were given copies of pay scales of our library and some of the surrounding. Their first job is to try to create a more equitable pay scale for our library workers, and to determine a salary for the new director.

The third piece of new business involved the naming of a personnel committee which will examine applications to help with the hiring of personnel. Named to this committee were Kathy McDuffy, Heather Wren, and Karen Squires. Also discussed was the need for an application deadline for director applications. The board decided that the deadline should be July 31, 2026, and Mr. Jessie Davis said that he would get the deadline in the paper as soon as possible. Committee members were also reminded that, when they met, they could not have more than three people present.

The last piece of new business was to set a meeting time for August. This will be a special called meeting. The date selected was August 20, 2026, at 5:00 pm.

The meeting was adjourned at approximately 11:15.

Mary C Adkins
Acting Director