

**STATE LIBRARY OF LOUISIANA
BOARD OF COMMISSIONERS MEETING
January 31, 2019
Baton Rouge, La
10 am**

CALL TO ORDER

The State Library Board of Commissioners meeting was called to order at 10:13 am by Chair, Dr. Argiro Morgan. Additional members in attendance included David Johnson, Gail Waters, and James Lee. Absent from the meeting was Georgia Brown, Louis Covington, and Evelyn Valore. Rebecca Hamilton was present as Executive Secretary.

APPROVAL OF AGENDA

Dr. Morgan called for a motion to approve and adopt the agenda as presented. Motion was offered by David Johnson and seconded by James Lee and unanimously carried.

MINUTES

On a motion offered by James Lee and seconded by David Johnson, the minutes were approved.

QUARTERLY REPORT OF THE SECRETARY

Hamilton directed members to the departmental quarterly reports which highlighted key events and initiatives of each department. She also passed out copies of the **Statistical Report: Public Libraries in Louisiana** which is the annual statistical report that each state is mandated to collect and report to the federal government. The report shows each parish library system and all statistics associated with that parish. Hamilton also handed out a document entitled **Accomplishment and Cost Savings Measures** as an FYI. This document was compiled for each agency within DCRT for a larger report and Hamilton wanted the board to see the State Library's portion.

As in previous quarters, Hamilton reported that usage of the State Library in virtually every department is steadily increasing. Hamilton encouraged the board to look through the quarterly reports to see what the staff is accomplishing even with so little resources so they can reach out to staff members to tell them what a good job they are doing.

The State Library Board of Commissioners updated contact sheet was handed out with everyone's current contact information. Hamilton discussed the upcoming Black History

Month program and the upcoming Poetry Month program and encouraged them to attend if possible.

Hamilton explained to the board about the upcoming process and interviews for the IT and Deputy Secretary positions that received many internal and external applications. She further added that the State Library has additional vacancies to fill and will proceed with the paperwork in the hopes that the Lt. Governor's office will approve them.

A brief discussion was held about the 2019 Louisiana Book Festival which will be held Saturday November 2, 2019. The board members discussed how they could each get involved in their local communities to get them to the book festival. The board congratulated Hamilton and her team for another tremendously successful 2018 Louisiana Book Festival where they were named one of the top 10 book festivals in the nation.

Hamilton also reported to the board that sick leave used by staff is increasing. With everyone performing the duties of 2 or more people, everyone is overloaded. State Library staff are remarkable and perform extra duties with no complaint but Hamilton reports that she can see the impact the tremendous workload is having on people. At least 4 employees have FMLA related situations which leaves the State Library with 39 people doing 78 jobs; but even these employees do their best to not miss work.

OLD BUSINESS

Johnson asked where the State Library stood with the latest waiver letter regarding the State Library going below their Maintenance of Effort for FY 17-18. Hamilton reported that the State Library was denied the waiver and would be appealing the decision, but because the State Library was appropriated funding by the legislature that would have allowed us to meet our MOE, yet did not receive it (because the Lt. Governor denied it being transferred to us) the appeal would likely be denied as well.

NEW BUSINESS

Mrs. Georgia Brown's upcoming reappointment was discussed and Hamilton said that she would send an email to the Lt. Governor's boards and commissions person to start that process.

Hamilton let the board know that LLA would be held in Baton Rouge on March 13 – 15 and that several State Library staff members will attend and also present programs. Hamilton will present her annual State of the State Library program.

A discussion was held about Book Clubs around the state. Morgan and Waters suggested they would work together to gather information on them to work towards creating a database for future outreach for the LBF.

The next meeting was tentatively scheduled for Thursday, April 11, 2019 at the State Library at 10:00 am.

ADJOURNMENT

Morgan made motion to adjourn and Waters approved. There was no further business to discuss and the meeting adjourned at 11:36 am.

Respectfully Submitted,

Rebecca Hamilton, Secretary
State Library Board of Commissioners

Georgia Brown, Chair
State Library Board of Commissioners