

Jefferson Davis Parish  
Library Board of Control Regular  
Meeting Minutes

137 N. Main St.

December 5, 2022

9:00AM

Jefferson Davis Parish Library Board of Control met for a public hearing and regular meeting. The public hearing was opened at 9:00AM.

Call to order: Marcia Pfeiffer (President) presided and had a roll call and noted the following:

Present: Daniel Sparks, Frances Stroud, Danielle Simien, Ramona Hardee, Dianne Hebert

Absent: John Marceaux, Gwen Landry

Also present were Clare Coleman (JDPL Director), Tiffany Theunissen (JDPL Financial Representative), Myra Spears (Administrative Assistant) and Erin Hargrave (Jennings Daily News Reporter).

The period of public comments was opened. After a period and no public presentation and no public comments, a motion was made by Ramona Hardee and seconded by Dianne Hebert to close public hearing and move to regular meeting. The motion was carried unanimously.

**Motion to Approve Agenda:** Motion was made by Dianne Hebert and seconded by Ramona Hardee to approve agenda. Motion carried unanimously.

**Approval of Minutes:** Motion was made by Frances Stroud and seconded by Ramona Hardee to approve minutes of October 24, 2022 Board of Control Meeting as presented. Motion carried unanimously.

**Director's Report:** Board members received packets of information including monthly reports, Clare Coleman gave report.

**Financial Report:** Tiffany Theunissen presented financial statement.

**Committee Reports:** Discussions were held regarding the new Welsh library building project.

**Old Business:** Motion was made by Daniel Sparks and seconded by Ramona Hardee to adopt Budget 2023 as proposed. Motion carried unanimously.

Motion was made by Danielle Simien and seconded by Dianne Hebert to approve 2023 Meeting dates/times. Motion carried unanimously.

Motion was made by Ramona Hardee and seconded by Frances Stroud to hire new Director Michael Staton. Motion carried unanimously.

**New Business:** roll call vote to accept and adopt the Louisiana Compliance Questionnaire Resolution for 2022 was as follows Ramona Hardee –yea, Dianne Hebert –yea, Daniel Sparks –yea, Danielle Simien - yea, Marcia Pfeiffer – yea, Frances Stroud – yea.

A motion was made by Ramona Hardee and seconded by Dianne Hebert to approve financial statement audit and statewide agreed upon engagement letters.

A motion was made by Dianne Hebert and seconded by Daniel Sparks to approve Jeff Davis Parish Arts & Technology Center Use policy.

A motion was made by Ramona Hardee and seconded by Frances Stroud to confirm Board of Control officers and committees for 2023.

A motion was made by Ramona Hardee and seconded by Danielle Simien to approve revised fuel card policy.

**Adjournment:** A motion was made by Dianne Hebert and seconded by Daniel Sparks to adjourn the meeting. The meeting adjourned at 9:43AM

Next board meeting is scheduled on February 15, 2023 at 8:00AM Jeff Davis Arts and Technology Center, 137 N. Main St. Jennings, LA.

Clare Coleman

Marcia Pfeiffer

Secretary

President