



NOTICE OF POLICY COMMITTEE MEETING

Livingston Parish Library Board of Control

Date: 2/27/2025

Time: 4:00 PM

Place of Meeting: Main Branch Library, Livingston, LA

COMMITTEE AGENDA

1. **Call to Order**
2. **Moment of Silence**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **New Business**
6. **Adjournment**

Name of Authorized Person: Michelle Parrish /s/

Name of Taxing District: Livingston Parish Library

Address: 13986 Florida Blvd., Livingston, LA 70754

Telephone Number: 225-686-4100

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Library Administration at 226-686-4100 and describe the necessary assistance.

AGENDA

Start Time: 4:00 PM

1. **Call to Order**
2. **Moment of Silence**
3. **Pledge of Allegiance**
4. **Roll Call**

	Absent	Present
Jonathan Davis - Chair		X
Patricia Wilson - Secretary		X
DeWanna Christian		X
Sheila Goins		Not yet appointed
Dustin Cotton - Staff		X

5. **NEW BUSINESS AGENDA: Discussion of Policy Code: 1-105, Organization of the Library and Code: 3-306, Challenge Materials**

Mr. Davis presented both items previously discussed and edited in the 2-13-2025 Policy Committee Meeting. Both documents have been edited to reflect the agreed upon updates discussed at the previous meeting.

Motion To:

Present the updated documents to the Board for approval at the next meeting. The format will be updated to justified margins throughout the Policy Manual.

Motion Made by: _

_Jonathan Davis_____

2nd By: __DeWanna Christian_____

Vote:

	Yes	No	Abstain
Jonathan Davis	X		

Patricia Wilson	X		
DeWanna Christian	X		
Sheila Goins			Not yet appointed
Dustin Cotton			Non-voting member

Notes & Public Comments:

5. NEW BUSINESS: Discussion of Library Resolution No. 01

The resolution to address the Livingston Parish Library Board of Control supporting positive Board decorum and professional conduct. This resolution supports the proposed changes to the Policy. Note: The policy changes have not been vetted by the committee and have not been brought before the Board for approval.

Motion To:

Bring Resolution 01 to the Board for approval

Motion Made by:

Jonathan Davis _____

2nd By: _

Patricia Wilson _____

Vote:

	Yes	No	Abstain
Jonathan Davis	X		
Patricia Wilson	X		
DeWanna Christian	X		
Sheila Goins			Not yet appointed
Dustin Cotton			Not a voting member

Notes & Public Comments: An audience member asked if the resolution extends to the public interaction with the Board or just for official meeting. Mr. Davis noted that the resolution has no binding power but is a show of good faith in the Board's professionalism.

5. NEW BUSINESS: Discussion of Library Resolution No. 02

Resolution of the Livingston Parish Library Board of Control regarding the grammatical and gender-inclusive revision of adopted policies. This resolution is intended to simplify the technical updates to the Policy and not the content. The Committee will review and update the entire Policy and this resolution will support the process

Motion To:

Bring Resolution 02 to the Board for approval after removing gender-inclusive from the title, remove neutral terminology and add that the Library Administrator charged with Policy work will present any grammatical updates to the Committee for review as a standing agenda item.

Motion Made by: ___Jonathan Davis_____

2nd By: _DeWanna Christian_____

Vote:

	Yes	No	Abstain
Jonathan Davis	X		
Patricia Wilson	X		
DeWanna Christian	X		
Sheila Goins			Not yet appointed
Dustin Cotton			Not a voting member

Notes & Public Comments: The audience suggested that the entire Policy reflect gender-neutral terminology. It was determined that the terminology would reflect grammatical updates and not include gender-inclusive terminology.

5. NEW BUSINESS: Discussion of proposed policy changes to Code: 2-202, Organization and Bylaws for Board of Control

Jonathan explained how he made suggestions for the document, originally submitted to the Board, and color coded accordingly. The first point of discussion concerned the dates and location of the Board meetings. Regular scheduled meetings should be held at the Main Branch. Mr. Cotton has reserved meeting space at the Main Library for the fiscal year 2025.

The document was reviewed section by section with the suggested additions and deletion. Mrs. Wilson questioned the quorum number given that the ex officio member who is currently voting. The current Policy has a specific number of five (5) as a quorum for the current Board. There was a discussion concerning the number of Board members that may meet outside of the Board meeting. It has been five (5), based on the number of appointed Board Members at the current number of nine (9).

It was determined that the Committee will defer to Legal for an opinion on the quorum question. The Committee discussed the process for calling a special meeting and if there should be a specific number of Members to call a special meeting. It was determined that four (4) Members would need to request a special meeting via the Board President. Will include that special meetings will be held at the Main Branch if meeting space is available.

The next discussion concerned meeting information to the Board members. Currently it is five (5) working days.

The Committee discussed who can request Council. It was suggested that the Administrative Librarian shall notify, and request Council attend every Board Meeting. The audience discussed that the Board Members should be able to request Council to attend meetings, review items, and other activities that may require legal input.

The next section included a discussion of how officers are elected by the Board. Jonathan Davis is going to address the wording of how votes are cast. Mr. Davis has suggested that in lieu of voting yes or no, the Board Member will indicate the person's name to cast their vote.

The next section included that officer elections could take place at the next scheduled meeting if there is a need. Additionally, the secretary/treasurer of the Board is currently the Administrative Librarian (a non-Board member).

Information is included to clarify that the Administrative Librarian as the Secretary/Treasurer, in the absence of the President and Vice President, will call meetings and run the meeting. Additional information was added to include that the Administrative Librarian may request a Board member to lead the meeting.

Mr. Cotton requested a discussion concerning a time-limit on meetings. It was suggested that Counsel should be contacted concerning any legal issues with capping meeting time.

Mr. Davis suggested that the Committee schedule the next meeting prior to the regular scheduled Board meeting. This will be determined via email over the next few days.

Motion To:

Mr. Davis motioned to table Code 2-202 for the next Committee meeting.

Motion Made by: __Jonathan Davis_____

2nd By: __DeWanna Christian_____

Vote:

	Yes	No	Abstain
Jonathan Davis	X		
Patricia Wilson	X		
DeWanna Christian	X		
Sheila Goins			Not yet appointed
Dustin Cotton			Non voting member

6. Motion To Adjourn:

Johnathan Davis

Motion Made by: __Jonathan Davis_____

2nd By: _____Patricia Wilson_____

Vote:

	Yes	No	Abstain
Jonathan Davis	X		
Patricia Wilson	X		

DeWanna Christian	X		
Sheila Goins			Not yet appointed
Dustin Cotton			Non voting member

Adjournment, End Time: 5:30 PM