



Library Board of Control

Quarterly Meeting Minutes

Monday, July 28, 2025

The Franklin Parish Library Board of Control met in a regularly scheduled quarterly meeting in the Learning Center. Emily Shields, Board Vice President, called the meeting to order at noon, with Dorothy Brown, Johnny Guice, Linda Lochbrunner, and Kayla P. Shirley present.

After review, Shields asked for a motion to accept the April 28, 2025, minutes as presented. A motion to accept the minutes as presented was made by Guice and seconded by Brown. With no objections and all in favor, April 28, 2025, minutes were approved as presented.

Shirley, Library Director, presented the second quarter statistical report for the Board's review and discussion. Shirley reported an increase in visits, program attendance, and wifi usage but a slight decrease in circulation as compared to first quarter 2024. Shirley reported Dale Berry's retirement, submitting her resignation effective May 31, 2025. Shirley also reported that Melissa Milligan submitted her resignation effective July 31, 2025. Shirley noted she was currently in the process of seeking applicants for the Children's Specialist position. Shirley discussed summer reading success, various repairs and replacements for HVAC units taking place for both branches, and the approval of Category 1 and 2 E-Rate funding. Shirley noted that the process for installing wireless internet access in the Learning Center begins next week.

Linda Lochbrunner, Business Manager, presented second quarter financial report, noting that the library is currently in a good financial position.

The Board discussed the on-going building renovations. Awnings and windows on the back of the main branch and Learning Center are now complete. Shirley provided confirmation that Service Group Unlimited, LLC will be working with us moving forward with the Genealogy roof repair/replacement and a timeline of the process is pending. Shirley will update the board accordingly.

The Board revisited current operations at the Wisner Branch, reviewing the latest circulation data from 2022 to present alongside visit statistics from 2023 to present. Shirley noted a 40% increase in circulation and 51% increase in library visits since changing operation hours to include Mondays at the previous board meeting.

Lochbrunner reported that the Louisiana Legislative Auditor released the full audit results for January through December 2024 reporting no findings as previously discussed at the last meeting. Board members were provided a copy of the full report released by the LLA.

At 12:45 pm, a motion was made by Brown, seconded by Guice, to enter into an executive session to discuss litigation regarding *Stephanie Taylor-Foy v. Franklin Parish Library and LWCC, docket No. 24-04599, District 1E, Office of Worker's Compensation, State of Louisiana*. The motion carried with all in favor. The meeting then transitioned into executive session.

At 1:15 pm, a motion was made by Brown, seconded by Guice, to conclude and exit the executive session. The motion carried with all in favor. The board returned to open session, having taken no action.

With no other pending business to discuss, Shields asked for a motion to adjourn. The motion to adjourn was made by Brown and seconded by Guice. With no objections, meeting adjourned.