



Livingston Parish Library Board of Control
Regular Board Meeting January 29, 2025

Minutes

The Livingston Parish Library Board of Control met in a regular session on January 29, 2025. The meeting took place at the Main Branch Library, located at 20390 Iowa Street, Livingston, LA 70754.

1. Call to Order

As Secretary-Treasurer of the Board, Michelle Parrish called the meeting to order at 6:00 p.m.

2. Moment of Silence

Ms. Parrish called for a moment of silence.

3. Pledge of Allegiance

Those in attendance said the pledge of allegiance.

4. Roll Call

Present: Becky Morgan, Tori Hymel, Rodlyn Hammond, Jennifer Dorhauer, Jonathan Davis, Sheila Goins, Patricia Wilson, DeWanna Christian, Trey Cowell, Randy Delatte (Ex Officio)

Absent:

Also Present: Michelle Parrish (Director), Dustin Cotton (Assistant Director of Branch Services), Julia Falcon (Assistant Director of Support Services)

5. Approval of Minutes

- a. November 19, 2024, Public Budget Hearing

- b. November 19, 2024, Regular Meeting & December 4, 2024, continuation of Recessed Meeting
- c. December 17, 2024, Special Meeting

MOTION to approve the minutes made by DeWanna Christian, seconded by Trey Cowell

Yeas: Morgan, Hymel, Hammond, Dorhauer, Davis, Goins, Wilson, Christian, Cowell, Delatte

Nays:

Absent:

Abstain:

The motion carried 10-0

6. Public Comments on Agenda Items

No public comments at this time.

7. Report of Administrative Librarian

Ms. Parrish informed the board of various end-of-the-year operating and usage statistics.

8. Special Orders

- a. Election of Officers for 2025
 - i. Board President

Ms. Parrish opens the floor for nominations for Board President

Becky Morgan nominated Jennifer Dorhauer, seconded by Rodlyn Hammond

Randy Delatte nominated Tori Hymel, seconded by DeWanna Christian

MOTION to close nominations made by Randy Delatte

Ms. Parrish calls for the vote of Tori Hymel

Yeas: Hymel, Davis, Goins, Christian, Cowell, Delatte

Nays: Morgan, Hammond, Dorhauer, Wilson

Absent:

Abstain:

Tori Hymel is the Board President with a 6-4 vote

ii. Board Vice President

Ms. Hymel opens the floor for nominations for Vice President

Randy Delatte nominated Trey Cowell

Rodlyn Hammond nominated Sheila Goins

MOTION to close nominations made by Randy Delatte, seconded by Jonathan Davis

Ms. Hymel calls for the vote of Sheila Goins

Yeas: Morgan, Hammond, Dorhauer, Goins, Wilson,

Nays: Hymel, Davis, Christian, Cowell, Delatte

Absent:

Abstain:

The vote for Ms. Goins ends in 5-5

Ms. Hymel calls for the vote of Trey Cowell

Yeas: Hymel, Davis, Christian, Cowell, Delatte

Nays: Morgan, Hammond, Dorhauer, Goins, Wilson

Absent:

Abstain:

The vote for Mr. Cowell ends in 5-5

Mr. Delatte offers another nomination and nominates Jonathan Davis

Ms. Goins nominates Jennifer Dorhauer

MOTION to close nominations made by Randy Delatte, seconded by Trey Cowell

The vote is called for Jonathan Davis

Yeas: Hymel, Davis, Christian, Cowell, Delatte

Nays: Morgan, Hammond, Dorhauer, Goins, Wilson

Absent:

Abstain:

The vote for Mr. Davis ends in 5-5

The vote is called for Jennifer Dorhauer

Yeas: Morgan, Hammond, Dorhauer, Goins, Wilson

Nays: Hymel, Davis, Christian, Cowell, Delatte

Absent:

Abstain:

The vote for Ms. Dorhauer ends in 5-5

Ms. Hymel asks if there are any other nominations for Vice President

Randy Delatte nominates Becky Morgan

With no other nominations made, Ms. Morgan is named Vice President by acclamation

9. New Business

- a. Discussion & Approval: To amend the adopted 2025 Livingston Parish Library budget to restore line items
 - i. Presented by Jennifer Dorhauer, Board Member

Ms. Dorhauer speaks to the board regarding the creation of budgets and its anticipated revenue amounts. She states, *"In our library's case, the budget is created based on anticipated tax revenue for the upcoming fiscal year."* She then presented statistics comparing the Livingston Parish Library's budget and expenditures with the rest of the state's parishes and library systems. She stated *"Livingston Parish is the 9th largest parish in our state. And yet we are 16 out of 64 library systems in terms of spending. Putting us well below average in expenditures. The last audit of our Livingston Parish Library said that we are 'Conservative in our spending.'"* She informs the board that in her findings she noted that Livingston Parish Library was conservative in their spending when compared with similar library systems based on population.

MOTION to amend the adopted 2025 budget to restore all zeroed out line items and increase line items that were reduced back to the amounts originally introduced by the

Administrative Librarian at the November 19, 2025, public budget hearing made by Jennifer Dorhauer, seconded by Becky Morgan

Mr. Delatte then asks the board the procedure on how this would happen. He asks if it's a public hearing is involved or if it's a certain amount of time. He asks again *"How does the amendment work to the budget?"* Mr. Chris Moody, Parish Attorney, states that the *"Amendment to the budget, as long as it's on the agenda, can be brought up at any time."*

SUBSTITUTE MOTION to table the budget until the next meeting until I personally get a chance to look at it and figure out what we're going to do made by Randy Delatte

Mr. Delatte says he would feel better if this could be moved and discussed later so information can be studied. He then states that there should be a finance committee to look at the budget and an operations or procedure committee to work with the staff to see what they need before bringing ideas to the board.

Mr. Delatte reiterates his SUBSTITUTE MOTION to put the amendment to the budget off until the next meeting, seconded by Trey Cowell

Ms. Hymel asks for the date of the next scheduled meeting, to which Ms. Parrish responds that the meeting will take place in March. Mr. Delatte states that this needs to be fixed within 90 days, and there needs to be a special meeting before that timeframe.

Mr. Delatte then asks the question *"What does changing [what waiting] 30 days or two weeks to adopt a budget, what would that do to the library?"* Ms. Parrish responds that the biggest issue now is there are zeroed-out line items for Hoopla associated with e-content, and Hoopla cannot be restored. Ms. Parrish states *"When you zero out e-content, that Hoopla is a platform, it has e-audio, e-books, movies, and e-music. And some of those line items have been zeroed out. I can't tell them I'm going only to pay for part of that."*

There is discussion among the board and Mr. Moody regarding lifting the agenda to make substitute motions to restore particular line items. Mr. Moody states that the first substitute motion that's on the floor, to postpone, needs to be dealt with first, and then a new motion made concerning the line items.

Mr. Delatte states he can withdraw his SUBSTITUTE MOTION to postpone the amendment to the budget until the next meeting by working with the board to restore Hoopla to the budget. Ms. Dorhauer states that is one of the reasons she made a motion to restore the original November budget. She said that since *"it is a living*

document and you wanted to alter things within it going forward, you would be starting from that and then altering.”

Ms. Hymel clarifies that a SUBSTITUTE MOTION has been changed to restore the Hoopla line items, to which Mr. Delatte agrees.

SUBSTITUTE MOTION to change the previously made motion to now reflect restoring the Hoopla line items made by Randy Delatte, seconded by DeWanna Christian

Ms. Hymel opens the floor for public comment

Mr. Cowell asks for clarification on the motion, asking if dollar amounts are included. Ms. Parrish states that e-video would need to be \$19,000, e-music would need to be \$3,000, and e-magazines \$5,000. The total would be \$27,000. Ms. Dorhauer asks if e-books and e-audio are included in this. Ms. Parrish states that as of right now, there is money in the budget for these line items, but it will need to be increased as it is currently only sustainable until June 2025.

7 comment cards were submitted on this agenda item, all 7 in support.

4 present and would like to speak: Cathleen Hyde, Robert Seals, Jr., Ryan Westmoreland, and Jordan Gonzalez

3 present but do not wish to speak: Toni McKee, Niki Thornton, and Mandy Jo Pickering

Due to the length of public comment, **the comments and board discussion may be found by listening to the posted audio recording or watching the posted video link to our YouTube channel.**

Ms. Hymel calls for a vote of the SUBSTITUTE MOTION to restore the Hoopla line items in the amended 2025 budget

Yeas: Hymel, Davis, Dorhauer, Goins, Christian, Cowell, Delatte

Nays: Morgan, Hammond, Dorhauer, Wilson

Absent:

Abstain:

The motion carried 7-4.

- b. Discussion & Resolution: Temporarily relocating the Young Adult (YA) materials to the Adult side of the library, restricting their use while materials can be reviewed.
 - i. Presented by Becky Morgan, Board Member & Julia Falcon, Assistant Director of Support Services

MOTION to temporarily relocate the Young Adult materials to the Adult side of the library, restricting their use while materials can be reviewed made by Becky Morgan

Ms. Morgan states her reasoning is based on multiple discussions by the community, the board, the councilmen, and the administration. If “we can temporarily do this, that will give time for our administration *to monitor those books and decide how they want to move forward.*”

Mr. Cowell asks if a resolution is made or if it is just what is written on the agenda. Mr. Delatte states that a resolution cannot be made until after a motion and a vote. Mr. Cowell asks if a resolution will be made after the item is voted upon or if the board will just follow what is written on the agenda.

A second is made to Ms. Morgan’s MOTION by Ms. Patricia Wilson

Ms. Morgan then asked Ms. Julia Falcon (Assistant Director of Support Services) to speak to the board about the logistics of how this would happen within the library buildings themselves.

Ms. Falcon informs the board of the steps

First Step – Shifting the materials on the Adult side to accommodate the YA materials that will be moved there.

Second Step – Shifting the YA materials to the Adult Side, including all formats (i.e. books, audiobooks, graphic novels). She states that across the system, there are approximately 30,000 items. She goes on to state that after the move is complete, Teen patrons will have restricted access to check out YA materials unless their parents have granted them unrestricted Teen accounts. The YA collection will be temporarily considered part of the Adult Section and if a Teen has a restricted card, then it is up to the parents to change their Teen’s restriction level to allow them to check out these materials.

Third Step—We would review all YA materials to determine which ones meet the criteria outlined in RS 25:225. If they do not, they will remain on the Adult side, with a new call number indicating Adult Collection. The YA materials that do not fit the criteria

outlined in RS 25:225 will be placed in the Teens section, with a new call number starting with TEEN.

Ms. Falcon states that this project will take some time but hopes to finish the review process by the end of May, getting all the Teen materials ready before Summer Reading.

Mr. Delatte asks if all materials would be moved or just materials that are considered sexually explicit. Ms. Falcon states it would be the entire 30,000 collection. Ms. Parrish interjects by stating that the items must be treated as equal. She states, *“We can’t segregate out books”* and *“We have to treat them all equally.”* She goes on to state that once all items are shifted, *“We systematically review them, and then they can be moved back. That’s where you would come into trouble if you did not move them all at the same time.”*

Ms. Falcon clarifies the YA formats as being YA Biography, YA Audiobooks, YA Fiction, YA Graphic Novel, YA Non-Fiction, and Playaway. Ms. Christian asks for the age range of the Teen section, to which Ms. Falcon states that it has not changed; the age range remains 13 – 17.

Due to the length of the board discussion, more detailed information may be found by listening to the posted audio recording of the meeting or watching the posted video link to our YouTube channel.

Mr. Cowell asks, *“Once the project is complete, it sounds like there’s going to be a Teen section and an Adult section, and the Young Adult section would be eliminated?”* Ms. Parrish and Ms. Falcon both agree.

Ms. Hymel asks about a previous discussion regarding implementing something similar and the cost that came with that discussion. Ms. Parrish states that the previous discussion by former board member Shalisha Labat was costly because a re-design would be needed to implement an entirely new section to house the materials. Ms. Parrish states there is no cost with this current discussion, as the items would be moved by Staff who are on the clock.

Ms. Hymel asks for clarification that the items being reviewed are measured against Senator Cloud’s bill, to which Ms. Parrish reiterates that they are.

Ms. Hymel opens the floor for public comment.

7 comment cards were submitted on this agenda item. 4 in support and 3 in opposition.

In support and would like to speak: Jessica Legath [sic] and Robert Seals, Jr.

In support and do not wish to speak: Niki Thornton and Ryan Westmoreland

In opposition and would like to speak: Jennifer Holden, Mary Loofbourrow, and Brandon Reilly

Mr. Davis asked how long the process would take and the anticipated end date. Ms. Parrish states that she has an approximate end-of-February deadline for completing this task, and the entire project is anticipated to end before Summer Reading begins, which is at the end of May.

Ms. Hymel calls for a vote on the MOTION made by Ms. Becky Morgan and seconded by Ms. Patricia Wilson

Yeas: Morgan, Hymel, Hammond, Dorhauer, Davis, Goins, Wilson, Christian, Cowell, Delatte

Nays:

Absent:

Abstain:

The motion carried 10-0.

- c. Discussion & Resolution: Whether “Traffick” by Ellen Hopkins meets the criteria outlined in LA RS 25:225C(2)(d)(ii) and the definition provided in LA RS 25:225B(4) as claimed by a complainant who submitted a Citizen’s Request for Reconsideration of Library Material Form (3-309a), and whether to move this material to another collection based on this challenge.
 - i. Presented by Tori Hymel, Board Member

Ms. Hymel withdraws agenda item 9c as the book in question will already be moved to the adult side, based on the board's unanimous decision on agenda item 9b. Ms. Hymel asks the staff reviewing this item to remember that there is a challenge and to consider that.

- d. Discussion & Resolution: Postponing the Executive Session for the Annual Performance Evaluation of the Livingston Parish Library Director for 6 months, until July 15th, 2025 Regular Meeting
 - i. Presented by Tori Hymel, Board Member

Ms. Hymel informed the board that January is typically the director's performance evaluation month. However, it is hard to review her performance with the new board. Ms. Hymels asks that this be postponed until July to *“give the board time to get to know the director, understand how processes work, and get comfortable with the whole system and then come back and do that performance review.”*

There is some discussion among the board regarding the review dates and how this process would work.

MOTION to postpone the Executive Session for the Annual Performance Evaluation of the Livingston Parish Library Director for 6 months, until July 15th, 2025 made by Randy Delatte, seconded by Becky Morgan

Ms. Hymel asks for public comments

1 comment card submitted in support but do not wish to speak: Toni McKee

Ms. Hymel calls for a vote on this MOTION

Yeas: Morgan, Hymel, Hammond, Dorhauer, Davis, Goins, Wilson, Christian, Cowell, Delatte

Nays:

Absent:

Abstain:

The motion carried 10-0.

- e. Discussion & Approval: Policy Change – to amend Code: 1-105, Organization of the Library; including correcting verbiage, enumerating the authority for creation of a library outreach, and expectations for working in the best interests of the Library and parish.
 - i. Presented by Patricia Wilson, Board Member & Dustin Cotton, Assistant Director of Branch Services

Mr. Delatte asks Ms. Hymel if a committee could be formed to review the library's policies and procedures, as some do not align with state law.

The board discusses the legality and implementation of this suggestion. Mr. Dustin Cotton, Assistant Director of Branch Services, states that agenda items 8.h and 8.i need

to be addressed today, as they coincide with the approved book move of agenda item 8b Mr. Delatte states that this committee's discussion would include all except agenda items 8h and 8i.

The board discusses the current policy manual, and Ms. Patricia Wilson asks for clarification from Mr. Delatte on whether he is asking for the entire policy and procedures manual to be read through and discussed. He states that he is only asking *"... that any new rules that come before this board be vetted by the legal department first to say yes, we have the authority to do that."*

Mr. Delatte reiterates that he omits agenda items 8h, 8i, and 8j from this discussion due to time-sensitive needs. He states that agenda items 8e, 8f, and 8g do not look to be time-sensitive, and the committee could work together to come to a conclusion.

Ms. Wilson suggests that instead of piecemealing the policies one at a time, looking through the entire policy and procedures manual might be best. Mr. Delatte agrees.

Mr. Delatte made several MOTIONS regarding this agenda item before settling on a final version; **more detailed information may be found by listening to the posted audio recording of the meeting or watching the posted video link to our YouTube channel.**

Mr. Delatte made a MOTION to appoint a policy and procedure committee to look over the entire policy and procedure manual and agenda items 8e, 8f, and 8g, with the help of legal representation and the Director before bringing findings to the board, seconded by Patricia Wilson

Ms. Hymel asks for public comment

Mr. Delatte states that since no action is being taken on these agenda items, you do not have to ask for public comment. He states this is Robert's Rules of Order and Louisiana Open Meetings Law. Mr. Moody states there would be no vote and no need for public comment on agenda items 8e, 8f, and 8g.

Ms. Hymel calls for a vote

Yeas: Morgan, Hymel, Hammond, Dorhauer, Davis, Goins, Wilson, Christian, Cowell, Delatte
Nays:
Absent:
Abstain:

The motion carried 10-0.

Ms. Hymel forms the committee and appoints three board members: Ms. Dewanna Christian, Ms. Patricia Wilson, and herself. Mr. Delatte informs Ms. Hymel that she can still sit on this committee as an “ad hoc” and appoint another board member to serve. Ms. Hymel appoints Mr. Jonathan Davis to this committee.

Mr. Delatte states that this committee *“Cannot turn down any policy changes; all they do is vet it.”* They would then come before the board with a yes or no recommendation for the board to ultimately decide.

Then, there is a discussion about whether the meetings could be open to the public and what that would entail regarding agendas, public comment, etc. **More detailed information may be found by listening to the posted audio recording of the meeting or watching the posted video link to our YouTube channel.**

Mr. Cowell asked if there needed to be a chairman for this committee. If Ms. Hymel were attending as Board President, she would be the chair. However, if she is just sitting in on this committee, a chairman needs to be appointed. Ms. Hymel states she will sit in on these meetings, and she would like the committee to come to that decision, align goals, and appoint a chairman at their discretion.

Ms. Hymel asks for public comment on agenda items 8e, 8f, and 8g

3 comment cards in support were submitted on agenda item 8e

Present and in support but do not wish to speak: Jordan Gonzalez, Mandy Jo Pickering, and Cathleen Hyde

3 comment cards in support were submitted on agenda item 8f

Present and in support but do not wish to speak: Jordan Gonzalez, Mandy Jo Pickering, and Cathleen Hyde

7 comment cards were submitted on agenda item 8g

3 Present and in support but do not wish to speak: Niki Thornton, Cathleen Hyde, and Mandy Jo Pickering

1 Present and in support and would like to speak: Jordan Gonzalez

3 Present in opposition and would like to speak: Linda Glascock, Jessica Legath, and Jennifer Holden

More detailed information may be found by listening to the posted audio recording of the meeting or watching the posted video link to our YouTube channel.

- f. Discussion & Approval: Policy Change – to amend Code: 2-202, Organization and Bylaws for Board of Control; including establishing Main Branch as the primary meeting location, number of board members who can call for special meetings from 3 to 5, setting time tables for moving meetings, separating duties from Secretary and Treasurer for clarity, giving parameters for board committees, and the creation of Articles 8 & 9, Board Decorum & Discipline and Board Training & System Familiarization
 - i. Presented by Patricia Wilson, Board Member & Dusin Cotton, Assistant Director of Branch Services

Since the MOTION of agenda item 8e passed, this agenda item will go directly to the Policy & Procedure Committee for discussion.

- g. Discussion & Approval: Policy Change – to amend Code: 3-306, Challenged Materials; including officially establishing residency for challenges, enumerating limits to challenges, time frames for appeals, time frames for challenged materials to be re-challenged, and posting challenge information on the website.
 - i. Presented by Patricia Wilson, Board Member & Dustin Cotton, Assistant Director of Branch Services

Since the MOTION of agenda item 8e passed, this agenda item will go directly to the Policy & Procedure Committee for discussion.

- h. Discussion & Approval: Policy Change – to amend Code 3-302, Description of Collection; including a complete overhaul of the policy section to remove out-of-date descriptions and phrasing, and to formally separate physical and digital collections and two parts of a whole system collection.
 - i. Presented by Dustin Cotton, Assistant Director of Branch Services

Mr. Cotton informs the board that this section of the policy manual was from the original policy written in 2002. Since this is just the description of the collection, what is trying to be done is to prevent it from being edited every time a collection is added, removed, or changed. Adopting a more open and general policy will prevent multiple future amendments.

MOTION to accept as is made by Patricia Wilson, seconded by Jennifer Dorhauer

2 comment cards in support were submitted on this agenda item.

Present and in support but do not wish to speak: Cathleen Hyde and Mandy Jo Pickering

Ms. Hymel calls for a vote

Yeas: Morgan, Hymel, Hammond, Dorhauer, Davis, Goins, Wilson, Christian, Cowell, Delatte

Nays:

Absent:

Abstain:

The motion carried 10-0.

- i. Discussion & Approval: Policy Change – to amend Code: 3-315, Circulation Services; including instituting restrictions on the Young Adult materials should the Board vote to relocate them, and minor grammatical corrections.
 - i. Presented by Dustin Cotton, Assistant Director of Branch Services

Mr. Cotton informs the board that since they voted to move the Young Adult materials to the adult side and restrict them, “basically, *this is just a formality of us restricting those cards.*”

MOTION to amend the Circulation Services; including instituting restrictions on the Young Adult materials, to relocate them, to become effective March 1, 2025, made by Becky Morgan, seconded by Randy Delatte

3 comment cards in support were submitted on this agenda item

1 Present and in support but do not wish to speak: Cathleen Hyde and Mandy Jo Pickering

1 Present and in support and would like to speak: Jordan Gonzalez

Ms. Hymel asks for clarification, stating, “*We’re restricting when we move everything over; which undoes the restriction when we put everything back?*” Mr. Cotton states no. There is a month to move the items physically, and once the items are physically moved, this policy goes into effect. At that time, the review process begins. In the meantime, while the items are being moved, it will not stop patrons from obtaining

items that have not yet been moved to the adult side. *He states, "On the 1st, it will. That sets a hard deadline for us to have to get the physical items moved."* After all the items have been moved, the board would then need to review the policy again to edit and correct any verbiage used based on the current collections at this time.

Ms. Hymel calls for a vote

Yeas: Morgan, Hymel, Hammond, Dorhauer, Davis, Goins, Wilson, Christian, Cowell, Delatte

Nays:

Absent:

Abstain:

The motion carried 10-0.

- j. Removals & Additions: Bank Designees – to remove the previous Board President and add the new Board President
 - i. Presented by Michelle Parrish, Director

Ms. Parrish informs the board that there are four designees: herself, Mr. Cotton, Ms. Falcon, and the Board President. The Board President only signs if two other designees are not available. She states that the minutes will need to be turned in to the bank, and a form will need to be filled out and submitted in the case of an emergency; the Board President would sign in one of their absences.

MOTION to authorize the new Board President, Tori Hymel, seconded by Jennifer Dorhauer

No public comments at this time.

Ms. Hymel calls for a vote

Yeas: Morgan, Hymel, Hammond, Dorhauer, Davis, Goins, Wilson, Christian, Cowell, Delatte

Nays:

Absent:

Abstain:

The motion carried 10-0.

At this time, Ms. Hymel asks the board to introduce themselves to the public, as most of the members are newly appointed.

Mr. Cowell asks Ms. Hymel about creating a Finance Committee to vet things and the possibility of having a public meeting. He states, *“That would help the transition of the board as well.”* Ms. Hymel noted that she would consider this suggestion.

10. Adjournment

MOTION to adjourn made by Randy Delatte

The meeting adjourned at 8:05 p.m.