

Meeting: Monday, August 4, 2014

Parks Branch Library 5:00 PM

AGENDA

Call to Order
Attendance

Regular Business
Approval of Minutes from Meeting, 5 May, 2014

Unfinished Business
Breux Bridge Branch Library Construction Update
Requested Items for Agricultural Building

New Business
Accept 2014 Audit Report
Review / Act on Fiscal Agent Bids for 2014-2015

Director's Update

Adjournment



St. Martin Parish Library
Board of Control

Meeting: August 4, 2014 Parks Branch Library 5:00 PM

The St. Martin Parish Library Board of Control met August 4, 2014 at 5:00 P.M. at the Parks Branch Library. Members present were: Tommy Romero, Cramin Wiltz, Brenda Hobbs, Freda Harrison, Georgie Blanchard, Charlene LeBlanc and Chenita Broussard. Administrative Assistant, Liz Gautreaux and Architect Glenn Angelle were also in attendance. President Tommy Romero called the meeting to order at 5:05 P.M. and a recording was made. Charlar Brew, Secretary, recorded attendance. On a motion by Brenda Hobbs and a second by Cramin Wiltz the minutes of the May 5, 2014 meeting were approved unanimously.

The first agenda item of unfinished business was the update on the Breaux Bridge Branch Library construction. Glenn Angelle presented to the board the progress of the construction. The Ag building renovation is complete. The Fire Marshall approved on July 9, 2014. There are a few outstanding items such as the existing building plaque, pricing for the Agriculture building sign and pricing for new interior window blinds. These items were requested by Parish Government. The Library Construction is still on track for a completion date of February 17, 2015. The roof sheathing is complete and the shingles are on the building. The exterior board is being added to the steel beams. Mr. Angelle is looking into a 65" LED Monitor to place inside the building facing Main Street to be used as signage for pedestrians. He is researching to see if the screen will be bright enough to be read during the brightest part of the day. There will be a change order request coming for small catch basins to help with drainage during heavy rain. The amount will be minimal. After the construction of the Library is complete the distance between the Ag building and Library will be 6 feet. It will contain security lights and two archways will connect the two buildings. The Board thanked Mr. Angelle for his update.

The next agenda item under unfinished business was the requested items for the Agricultural Building. It was requested from Parish Government to assist in the purchasing of the various items Mr. Stuart Gauthier requested to make the Agriculture auditorium a modern facility. There was much discussion about the priority of the items he requested and the fact that the Library will not have some of the equipment listed. The original list included some shelving and has grown into a wish list costing close to \$20,000.00. Questions about the legality of such a transaction came about and the members requested that Mrs. Brew contact Mr. Chester Cedars, Legal Advisor for the Board, Chip Maraist, Library Auditor and State library about an additional monetary donation of \$5,000.00 for equipment for the LSU AG Building. Instead of the board picking items to purchase for the Ag Building, it was suggested that the board set a dollar limit. Brenda Hobbs made a motion to set a dollar limit to \$5,000.00 pending information received about monetary donation for the Ag Building item purchases for their meeting room it was suggested that Mr. Gauthier prioritize items that would be needed. Voting for: Tommy Romero, Freda Harrison, Cramin Wiltz, Brenda Hobbs, Chenita Broussard and Charlene LeBlanc. Voting against: Georgie Blanchard. It was stressed by Charlene LeBlanc that this needs approval and should be done legally.

Under new business was the 2013 Audit Report. A motion was made by Georgie Blanchard to accept the 2013 Audit and seconded by Freda Harrison. The motion carried unanimously. The second agenda item under new business was the Fiscal Agent Bids for 2014-2015. St. Martin Parish Library received one fiscal agent bid from Farmers Merchant Bank. Freda Harrison motioned to accept the



Fiscal Agent bid from Farmers Merchant Bank and was seconded by Charlene LeBlanc. The motion was approved unanimously.

In the Director's update Mrs. Charlar Brew gave the board members copies of the financial report and budget year to date. She also stated that she had completed the requirements for the MLIS Degree from Texas Woman's University in May, 2014. This was one of the requirements she agreed to at the time of hire as Director in 2010. The 2014 Summer Reading Program is complete and was a success. Attendance was high and the Breaux Bridge temporary location included new cliental. Mrs. Brew informed the members that staff committees have been formed to work on policy / procedure changes as well as planning for the upcoming Breaux Bridge Library Grand Opening, The board members will be notified of the next board meeting. Being no further business, Georgie Blanchard moved that the meeting be adjourned and Cramin Wiltz seconded. It was approved unanimously.

Respectfully submitted by,



Charlar P. Brew, Secretary