



Meeting: Monday, August 1, 2016

Breaux Bridge Branch Library 5:00 PM

AGENDA

Call to Order

Attendance

Regular Business

Approval of Minutes from Meeting, 6 June, 2016.

Unfinished Business

Cecilia Branch Library

Security Services for St. Martin Branch Libraries

New Business

Accept 2015 Audit Report

Review/Act on Fiscal Agent Bids for 2017

Director's Update

Adjournment





St. Martin Parish Library Board of Control

Meeting: August 1, 2016

Breaux Bridge Branch Library

5:00 PM

The St. Martin Parish Library Board of Control met August 1, 2016 at 5:00 P.M. at Breaux Bridge Branch Library. Members present were Tommy Romero, Cramin Wiltz, Brenda Hobbs, Freda Harrison, Georgie Blanchard, Chenita Broussard and Charlene LeBlanc. St. Martin Parish Library Director, Charlar Brew, Administrative Assistant, Liz Gautreaux were also present. President Tommy Romero called the meeting to order at 5:00 pm and a recording was made. Liz Gautreaux recorded attendance. On a motion by Freda Harrison and a second by Cramin Wiltz the minutes of the June 6, 2016 meeting were approved unanimously.

The first agenda of unfinished business was Cecilia Branch Library. Angelle Architects, Glenn Angelle, Dione Sonnier and Caleb Hebert were in attendance to present their preliminary ideas for the Cecilia Branch Library expansion. The library board discussed options for adding a meeting room to the north side of the building, two study rooms on the west side of the building and adding an employee break room to the south side of the building. Board members discussed the trees that may need to be removed. The trees are memorials for Russ Landry. The board discussed adding trees to replace the two that need to be removed in order to build the meeting room. There was much discussion about the additions and design of building. Glenn Angelle and Dione Sonnier will present to the board on September 12, 2016 regarding the next phase of planning such as cost estimate and design.

The next agenda for unfinished business was security services for St. Martin Branch Libraries. Mrs. Brew acquired estimates from Lofton Securities and Accel Protection & Technologies for the services of unarmed security guards. The board was provided with copies of the bids along with a cost analysis between the two bids. Freda Harrison motioned to accept Lofton Securities to provide unarmed security guards and it was seconded by Georgie Blanchard. The motion was approved unanimously.

The first agenda item of new business was to accept the 2015 Audit Report. Georgie Blanchard moved and Freda Harrison seconded to accept the 2015 Audit Report. It was approved unanimously.

The second agenda item of new business was to approve the fiscal agent bids. The St. Martin Parish Library received bids from Farmers Merchants Bank and Trust and Iberia Bank. After much discussion, Chenita Broussard motioned to approve Farmers Merchants Bank and Trust for the 2017 Fiscal Agent for St. Martin Parish Library. The motion was seconded by Charlene LeBlanc and approved unanimously.

In the Director's update, Mrs. Brew informed the board members that Mr. Andrew Shealy is the new legal advisor for the St. Martin Parish Library and is in contact with him. The board were given copies of the current financial statements and informed the board of the outstanding participation for the Summer Reading Program. For the good of the order, Mrs. Brew acknowledged Mrs. Georgie Blanchard for a job well done with the Teche Center for the Arts and its many summer programs. Mr. Romero asked, at the Director's request, that the Board go into Executive Session to discuss a pending matter. Brenda Hobbs motioned that the board go into Executive Session and was seconded by Freda Harrison. It was approved unanimously. The recording was paused. A motion was made



by Brenda Hobbs to come out of executive session and Cramin Wiltz seconded and approved unanimously.

The next board meeting will be at Breaux Bridge Branch Library on September 12, 2016. Being no further business, Freda Harrison moved that the meeting be adjourned and Chenita Broussard seconded and was approved unanimously.

Respectfully submitted by,

A handwritten signature in cursive script, reading "Charlar P. Brew". The signature is written in dark ink and is positioned above the printed name.

Charlar P. Brew, Secretary

CPB:lg