



Meeting: Monday, August 7, 2017

Breaux Bridge Branch Library

5:00 PM

AGENDA

Call to Order
Attendance

Regular Business

Approval of Minutes from last meeting, 5th June, 2017

Unfinished Business:

Update on Cecilia Branch Library Expansion Project

New Business:

Review/ Act Fiscal Agent Bids for 2017

Director's Update

Adjournment





St. Martin Parish Library Board of Control

Meeting: August 7, 2017

Breaux Bridge Branch Library

5:00 PM

The St. Martin Parish Library Board of Control met August 7, 2017 at 5:00 P.M. at Breaux Bridge Branch Library. Members present were Tommy Romero, Cramin Wiltz, Brenda Hobbs, Freda Harrison, Georgie Blanchard and Charlene LeBlanc. St. Martin Parish Library Director, Charlar Brew, Administrative Assistant, Liz Gautreaux were also present. Chenita Broussard was absent. 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 Brenda Hobbs and a second by Freda Harrison the minutes of the June 5, 2017 meeting were approved by Tommy Romero, Cramin Wiltz, Georgie Blanchard and Charlene LeBlanc.

The first agenda of unfinished business was Cecilia Branch Library. The beginning stages have been slow due to the weather. The board was given the minutes from the construction meeting. The next construction meeting is August 15, 2017 at 9 AM and the board was invited to attend. Beginning August 14, 2017 the Breaux Bridge Branch will have an irrigation system installed. Brasseaux's Nursery will assume lawn service and landscaping at the Breaux Bridge Branch September 01, 2017. The St. Martinville Branch is having the air ducts cleaned. This has not been done since it was built.

The first agenda item of new business was to approve the fiscal agent bids. The St. Martin Parish Library received one bid from Farmers Merchants Bank and Trust. Freda Harrison motioned to approve Farmers Merchants Bank and Trust for the 2018 Fiscal Agent for St. Martin Parish Library. The motion was seconded by Cramin Wiltz and approved by Tommy Romero, Brenda Hobbs, Georgie Blanchard and Charlene LeBlanc.

In the Director's update, Mrs. Brew informed the board members of another successful Summer Reading Program. The board were given copies of the current financial statements and statistics. Mrs. Brew informed the board the furniture bid came in higher than was anticipated for the Cecilia Branch Library. She also informed the board that she is working with a HR Consultant in changing the payroll from a monthly system to a more frequent payroll.

The next board meeting will be at Breaux Bridge Branch Library on October 2, 2017. Being no further business, Cramin Wiltz moved that the meeting be adjourned and Freda Harrison seconded and was approved by Charlene LeBlanc, Georgie Blanchard, Tommy Romero and Brenda Hobbs.

Respectfully submitted by,

Charlar P. Brew, Secretary

CPB:lg

