



Meeting: Monday, November 4, 2019

Breaux Bridge Branch Library 5:00 PM

AGENDA

Call to Order
Attendance

Regular Business
Approval of Minutes from Meeting, 7 October, 2019

Unfinished Business
Cecilia Branch Library Acoustics

New Business
Holidays 2020
Proposed Budget 2020
Determine Employee Salary Range
Review Compensation Recommendations 2020
Review Operating Budget 2020

Director's Update

Adjournment



St. Martin Parish Library Board of Control

Meeting: November 4, 2019

Breaux Bridge Branch Library

5:00 PM

The St. Martin Parish Library Board of Control met November 4, 2019 at 5:00 P.M. at Breaux Bridge Branch Library. Members present were Tommy Romero, Cramin Wiltz, Brenda Hobbs, Freda Harrison, Charlene LeBlanc and Georgie Blanchard. Chenita Broussard was absent. St. Martin Parish Library Director, Charlar Brew, and Operations Coordinator, 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 October 7, 2019 meeting were approved unanimously.

The first agenda of unfinished business was Cecilia Branch Library Acoustics. The board was given an updated quote for four Armstrong – Optima CapZ panels. Installation will begin once the panels arrive. A second item of unfinished business was the improvement for the Breaux Bridge Library landscape. Brasseaux Nursery and Landscaping provided the board with costs for re-mulching and replacement plants. Georgie Blanchard motioned to accept the bid and Brenda Hobbs seconded. The board voted unanimously for the replacement plants and mulch.

The first agenda item of new business was the proposed Holidays for 2020. There was much discussion about the holidays.

The next agenda item was the proposed Budget for 2020. Mrs. Brew provided the members a detailed outline of the proposed figures for operation and expenditures of the St. Martin Parish Library. Questions were asked about the professional services increase. Projected changes in IT Management is the reason for the increase. Members were provided with a copy of the published budget. Mrs. Brew asked the board for some flexibility to determine the employee salary ranges. The board discussed and asked that Mrs. Brew have measurable indicators because merit based is difficult to quantify.

In the Director's update, Mrs. Brew informed the board that the St. Martin Parish Library is on target financially and provided the members with a current financial report. Mrs. Brew spoke with Assessor Todd Dugas and verified the Library has a millage renewal for 2020. The TLC Cloud Hosting began October 28, 2019. Our current IT staff assisted and the library had minimal problems. Technology Manager, Paul Ardoin, is at ease about the transition. The Library has many programs for November. Mrs. Brew spoke with Mayor Kately and he is to provide the Library with the dimensions of the land they wish to give the Library in order to build. Denelle Wrightson, Library Consultant, will provide Mrs. Brew a date she will be in our area to discuss Parks Library and St. Martinville improvements.

Mr. Romero asked 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 December 2, 2019 to approve the Proposed Budget for 2020. Being no further business, Georgie Blanchard moved that the meeting be adjourned and Cramin Wiltz seconded and was approved unanimously.

Respectfully submitted by,



Charlar P. Brew, Secretary

CPB:lg

