



Meeting: Monday, October 3, 2016

Breaux Bridge Branch Library 5:00 PM

AGENDA

Call to Order
Attendance

Regular Business

Approval of Minutes from Meeting, 1 August, 2016.

Unfinished Business

Cecilia Branch Library Building Project (Architect's Update)
St. Martin Parish Library Drug and Alcohol Policy
Breaux Bridge Branch Library Oak Tree Preservation

New Business

SECON Drug Screening

Director's Update

Adjournment



St. Martin Parish Library Board of Control**Meeting: October 3, 2016****Breaux Bridge Branch Library****5:00 PM**

The St. Martin Parish Library Board of Control met October 3, 2016 at 5:00 P.M. at Breaux Bridge Branch Library. Members present were Tommy Romero, Cramin Wiltz, Brenda Hobbs, Georgie Blanchard and Chenita Broussard. Freda Harrison and Charlene LeBlanc were absent. St. Martin Parish Library Director, Charlar Brew, and Administrative Assistant, Liz Gautreaux were also present. President Tommy Romero called the meeting to order at 5:05 pm and a recording was made. Liz Gautreaux recorded attendance. On a motion by Chenita Broussard and a second by Brenda Hobbs the minutes of the August 1, 2016 meeting were approved unanimously.

The first agenda of unfinished business was Cecilia Branch Library. Glenn Angelle was in attendance to present his preliminary design development presentation for the Cecilia Branch Library expansion. He presented drawings, an estimate and a projected schedule. There was much discussion about the additions and design of the building and possible need for 38 parking spots. His estimated budget is \$832,777 for 2582 square feet. The proposed schedule included design development at the November Board Meeting, drawings and specs at the February 2017 meeting, open bids in April 2017 with construction beginning May 2017, completed construction for January 2018 and move in February 2018. The board discussed the possibility of utilizing the Parish Government building during summer reading.

The next agenda for unfinished business was the St. Martin Parish Library Drug and Alcohol Policy. Assistant District Attorney, Andrew Shealy, reviewed and suggested changes to the policy previously presented to the Library Board. The changes were made and presented to the Library Board. Georgie Blanchard motioned to accept the revised St. Martin Parish Library Drug and Alcohol Policy and it was seconded by Cramin Wiltz. The motion was approved unanimously.

The final item under unfinished Business was the Breaux Bridge Branch Library Oak Tree Preservation. Mrs. Brew received an estimate from arborist Daniel Green concerning the large oak tree at the Breaux Bridge Library. He stated the tree is showing signs of stress and it is in need of root bio stimulant injections, pruning and removal of large dead branches as well as apply organic matter to the root base. Brenda Hobbs motioned to allow for the tree to be treated by Mr. Daniel Green. It was seconded by Cramin Wiltz and approved unanimously.

The only agenda item of new business was to accept the SECON Drug Screening Pricing. Mrs. Brew stated that it is the company used by Parish Government and other agencies in the surrounding area. On a motion by Georgie Blanchard and a second by Cramin Wiltz, it was approved unanimously.

In the Director's update, Mrs. Brew informed the board members that the St. Martin Parish Library is on target financially and provided the board with a current financial report. The



security guards are having a positive impact on the library system. For the good of the order Mrs. Brew thanked the board for their generosity and prayers during her recovery from the August flood. 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 Chenita Broussard. 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 Cecilia Branch Library on November 7, 2016. Being no further business, Georgie Blanchard moved that the meeting be adjourned and Cramin Wiltz seconded and was approved unanimously.

Respectfully submitted by,

A handwritten signature in blue ink that reads "Charlar P. Brew". The signature is written in a cursive, flowing style.

Charlar P. Brew, Secretary

CPB:lg