



Meeting: Monday, October 05, 2020 Breaux Bridge Branch Library 5:00PM

AGENDA

Call to Order
Invocation
Pledge of Allegiance
Attendance

Regular Business
 Approval of Minutes from Meeting, 3 August, 2020

Unfinished Business
Tax Millage Extension and Rededication
Chip Maraist, Accountant – Tax Millage/Audit

New Business
 General Policy and Emergency Guideline Manual Updates

Director's Update

Adjournment



Meeting: October 5, 2020

Breux Bridge Branch Library

5:00 PM

The St. Martin Parish Library Board of Control met on Monday, October 5, 2020 at 5:00 P.M. at the Breux Bridge Library. President Romero called the meeting to order. Charlar Brew gave the invocation and Brenda Hobbs led the Pledge of Allegiance. Charlar Brew, Secretary recorded attendance. Members present were: Tommy Romero, Georgie Blanchard, Chenita Broussard, Freda Harrison, Brenda Hobbs and Charlene Leblanc. Cramin Wiltz was absent. Also in attendance was Charles Maraist, Accountant for St. Martin Parish Library Board. On a motion by Freda Harrison and a seconded by Brenda Hobbs the minutes of the August 3, 2020 were approved unanimously.

The first agenda item of unfinished business was the upcoming Tax Millage Extension and Rededication Proposition that will appear on November 3rd election ballot. Mr. Maraist, Board CPA informed the Board that the 2019 audit was clean and library finances were in order. There were no deficiencies. He explained the library is in good shape financially. The 50% rededication in tax millage on the November 3rd Ballot will have minor effects on the library's budget. Members expressed concern what if the tax millage renewal does not pass. Mr. Maraist informed the Board the Tax Ad Valorem for 2019 was \$3,020,562.00. If rededicated the funds from the Ad Valorem would be \$2,289,108.00. The excess (deficiency) of revenues based on the 2019 audit was \$889,239.00. Rededication would be \$268,329.00 which is 12% excess of revenues There would be a 12 % surplus. He stated the library could operate for four-year backlog on these figures. Mrs. Brew and the Board thanked Mr. Maraist for the information that he provided on the library finances.

Director informed the Board that she had consulted the State Library as to what materials could be used to promote the tax millage. Informational flyers will be used to make voters aware of the services that library provide as well as the tax. This information will be disseminated, through news articles, flyers, and social media. She informed the members that the electronic version of the millage Flyer has been sent to many social and civic organizations to send to their members. In addition, plans are to present a Facebook live presentations. Parish President Cedars provided KATC, local television media with information about the Library tax millage.

The Board was informed that the library attendance is still at a decrease. However, library hours would be extended beginning November 2, 2020. Library operation will be Monday – Thursday from 8:00 – 6:00. Friday 8:00 – 5:00 and Saturday 8:00 – 12 noon. Board members were informed of the staff meeting to be held on Friday, October 30, 2020 from 1:00 – 5:00.

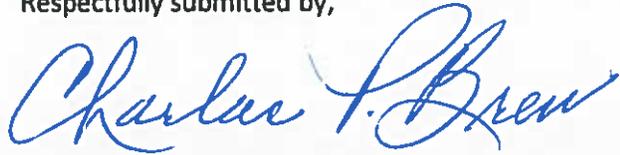
Under new business, updates for the General Policy and Procedures and Emergency Manual were presented. Motion to approve updates to General Policy /Procedures Manual and Emergency Guidelines by Freda Harrison and seconded by Chenita Broussard and approved unanimously.

In the Director's update Mrs. Charlar Brew gave the board members copies of the end of month financial report. She informed the members they would receive an updated financial report once the bank reconciliation was done. In addition COVID statistics was given to the members.



The next scheduled Board meeting will be November 2, 2020. Being no further business, Georgie Blanchard moved and Chenita Broussard seconded that the meeting be adjourned. It 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