



ST. MARTIN PARISH LIBRARY
BOARD OF CONTROL

Meeting: August 2, 2021

Breaux Bridge Branch Library 5:00PM

AGENDA

Call to Order

Invocation

Pledge of Allegiance

Attendance

Regular Business

Approval of Minutes from Meeting, May 3, 2021

Public Comment

Unfinished Business

Introduction of New Board Members

St. Martinville Branch Building Update

New Business

St. Martin Parish Library Annual Financial Statements

Renew/Approve Fiscal Agent Bid

Security Guard Services

Director's Update

Adjournment

Charlar P. Brew, Director
St. Martin Parish Library
201 Porter Street
St. Martinville, LA 70582
337-394-2207





Meeting: August 2, 2021

Breaux Bridge Branch Library

5:00 PM

The St. Martin Parish Library Board of Control met on Monday, August 2, 2021 at 5:00 P.M. at the Breaux Bridge Library. President Romero called the meeting to order. Charlar Brew gave the invocation and Mike Formeller led the Pledge of Allegiance. Michelle Breaux, Administrative Assistant recorded attendance. Members present were: Tommy Romero, Charlene Leblanc, Georgie Blanchard, Henry Derouselle and Mike Formeller. Also in attendance was Chip Maraist, Library Accountant and Denelle Wrightson, Library Architect/Consultant. On a motion by Georgie Blanchard and a seconded by Charlene Leblanc the minutes of the May 3, 2021 minutes were approved unanimously.

The first agenda item of unfinished business, Mr. Romero, President welcomed and thanked the new board members, Mike Foremeller and Henry Derouselle. Mr. Romero stated that he will be available to assist them with any questions that may arise.

Next on the agenda Denelle Wrightson, Library Architect/Consultant gave an update on the St. Martinville Branch library improvements. Ms. Wrightson stated that the St. Martinville Branch has a solid foundation, but was outdated. The update would make the St. Martinville Library Branch more inviting, comfortable, useful, and accommodate more of the needs of our patrons. Ms. Wrightson recommended adding three study rooms, a teen room, updating the children's room, an up to date circulation desk, lounge seating, genealogy room seating, and improved lighting in various areas of the library. Ms. Denelle provided a quote for the improvement projects that she would oversee, however would like the services of a local Architect. The local Architect would provide the construction documents services including specifications, bidding as well as the CA and to serve as Architect of Record. Her team would provide the Schematic Design, the Design Development, all interior selections and the FFE selections, specifications and bidding and award.

Georgie and Charlene stated that the branch could use some updating after 25 years. Tommy said our library should be nice for our patrons to utilize. Mrs. Charlar asked what assistance Ms. Denelle would need to complete the project, Ms. Denelle stated a contractor would be needed to oversee painting, build study rooms and electrical work. Mrs. Brew asked for permission to share remodel with Mr. Cedars and board members agreed. The remodel recommendation was approved by board members and requested to discuss further at the October 04, 2021 board meeting.

Under new business, Mr. Maraist provided a financial update for the new board members, Henry Derouselle and Mike Formeller. Mr. Maraist stated that library is in good financial standing and that it is a jewel for our parish. Mr. Maraist also stated that the St. Martin Parish library does have funding available for capital expenditures such as the St. Martin Parish Library Branch remodel expense. The new board members were pleased with the financial update.

Next on agenda Mrs. Brew confirmed acceptance fiscal agent bids from Homebank and Farmer's Merchant. Mrs. Brew stated that Community First Bank requested that local funds be placed in their bank. Motion was made by Henry Derouselle and seconded by Mike Formeller for approval. Mrs. Brew asked to extend the St. Martinville and Breaux Bridge Branch library hours on Monday through Thursday until 8:00pm to meet patron meeting room requests and that security guards would be needed for the extended hours. Motion was made by Mike Formeller and Henry Derouselle for approval.



In the Director's update Mrs. 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. Mrs. Brew stated how successful the 2021 Summer Reading Program was.

For the good of the order, Charlar. thanked the Board for their continued dedication and support to the library.

The next scheduled Board meeting will be October 4, 2021. Being no further business, Mike Formeller moved and Georgie Blanchard 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 with a long horizontal stroke at the end.

Charlar P. Brew, Secretary