



ST. MARTIN PARISH LIBRARY

BOARD OF CONTROL

Notice of Public Meeting

A public meeting will be held as follows:

DATE: Monday, August 7, 2023

TIME: 5:00 PM

PLACE: St. Martinville Branch Library

AGENDA

Call to Order

Invocation

Pledge of Allegiance

Attendance

Regular Business

Approval of Minutes from the last meeting, 1, May, 2023

Public Comment

Unfinished Business:

St. Martinville Branch Library Building Renovation Update

New Business:

St. Martin Parish Library Financial Statement

Director's Update

Adjournment

Charlar P. Brew, Director

St. Martin Parish Library

201 Porter Street

St. Martinville, LA 70582

337-394-2207

In accordance with the Americans with Disabilities Act. If you need special assistance, please contact Charlar Brew at 337-394-2207 describing the assistance that is necessary.



The St. Martin Parish Library Board of Control met on Monday, August 7, 2023 at 5:00 P.M. at the St. Martinville Branch Library. President Romero called the meeting to order at 5:00 P.M. Georgie Blanchard gave invocation and Mike Formeller led Pledge Allegiance. Secretary, Charlar Brew recorded attendance. Members present were Henry Derouselle, Charlene Leblanc, Tommy Romero, Georgie Blanchard and Mike Formeller. Chenita Broussard and Freda Harrison were absent. Public in attendance was Larry Angelle.

On a motion by Mike Formeller and seconded by Charlene Leblanc the May 1, 2023 minutes were approved unanimously.

Public Comment. There was none.

Unfinished Business

Dione Sonnier of Angelle Architects due to illness sent a written update on the St. Martinville Renovation:

SUMMARY UPDATE FROM BOARD MEETING

1) CONTRACTOR SCHEDULE:

a) Project Close-Out Status: Contractor recorded the certificate of Substantial Completion on June 23, 2023. The required 45-day lien period ends on August 7, 2023. After this date, the contractor will be able to provide the Lien Free certificate along with the required close out documents, as identified in the specs.

i) Punch List items: The primary punch list item remaining is the custom millwork for the Children's area. This item was being re-fabricated by a new sub-contractor. Anticipated completion date is the week of August 7, 2023. Contractor will advise of installation date.

ii) Final Pay App: Once ALL punch list items are address and ALL close out documents are received, the contractor will then issue their final pay app for the full contract balance

Director informed members that the Generator would be installed as soon as the switch arrives. It is scheduled to be shipped on August 15, 2023.

Exterior cleaning is in progress by Proclean Softwash. Breaux Bridge and Cecilia Branch will be cleaned also.

Guinn Auctions will auction furniture that is in storage at Acadiana Movers. An online auction is planned and more information to follow.

Under New Business

Chip Maraist, Accountant gave a financial report on The St. Martin Parish Library Financial Statement after conducting the yearly audit. He reported the library was in good shape financially. The financial statement provided assurance that accounting principles are allowing





St. Martin Parish Library to make confident good financial business decisions. The audit showed the library in compliance. He informed the Board that the Revenues for 2022 was \$2,796,602.00. Total Expenditures was \$2,042,092.00 and the Excess of Revenues and other sources over expenditures was \$754,510.00.

Fiscal Agent bid letters for 2023 were received. Two banks were Home Bank and Farmer's Merchant Bank. Motion for approval of the banks by Georgie Blanchard, seconded by Henry Derouselle, and approved unanimously.

In the Director's update, Mrs. Charlar Brew gave a report of the success of the 2023 Summer Reading Program. Both adults and children enjoyed several fun-filled programs. Participation and attendance at all Branches increased.

Parks Branch Library had a notable increase. Building a new state of the art library at Parks Branch has been discussed for several years due to the age and condition of the building.

Mrs. Brew discussed that Act 436 that went into effect by the Louisiana State Legislature on August 1, 2023. Library Policies are not required to be in place until June 2024. We presently have policies in place and the State Library is reviewing our policy.

Mrs. Brew informed the members about a recent discussion with Ms. Jeanne McBride, Executive Director to partnership with the Breaux Bridge Teche Center of the Arts for programs and activities for the next eight months while their building is undergoing improvements. She explained this would be a win-win partnership for all involved.

Director requested that an agenda item be added concerning changing hours of operation at Parks Library from 9:00am to 5:00pm Monday to Friday. The change is a cost effective for security purposes. Motion for acceptance by Mike Formeller, seconded by Charlene Leblanc, and approved unanimously.

For the Good of the Order: The Director thanked the members for their support and their dedication to the Library Board.

The next scheduled board meeting will be on October 2, 2023. Being no further business, Henry Derouselle motioned that the meeting be adjourned and Georgia Blanchard seconded. It was approved unanimously.

Respectfully submitted by,

Charlar P. Brew, Secretary

