

ST. MARTIN PARISH LIBRARY

BOARD OF CONTROL

NOTICE OF PUBLIC MEETING

A public meeting will be held as follows:

DATE: Monday, November 3, 2025

TIME: 5:00 PM

PLACE: Breaux Bridge Branch Library

AGENDA

Call to Order

Invocation

Pledge of Allegiance

Attendance

Regular Business

Approval of Minutes from last meeting, 6 October 2025

Public Comment

Unfinished Business

St. Martinville Branch Library Roof Replacement

Parks Branch Library

New Business

Holidays 2026

Proposed Budget 2026

Determine Salary Range

Review Compensation Recommendation 2026

Review Operating Budget 2026

Group Insurance 2026

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, November 3, 2025 at 5:00 P.M. at the Breaux Bridge Branch Library. President Romero called the meeting to order at 5:00 P.M. Georgie Blanchard gave invocation. The Pledge of Allegiance was led by Mayor Kevin Kately. Members present were: Georgie Blanchard, Henry Derouselle, Tommy Romero, Joseph Carnell and Chenita Broussard. Freda Harrison and Charlene Leblanc was absent. Also in attendance were Architects Dione Sonnier and Bryan Estes. Parish President Pete Delcambre, Raymond Bernard, St. Martin Parish Administrator, Mayor Kevin Kately, Alderwoman Yvonne Narcisse, and Eva Potier from the Village of Parks.

On a motion by Georgie Blanchard and a seconded by Henry Derouselle the minutes of the October 6, 2025 minutes were approved unanimously.

Public Comment: None

Unfinished Business:

St. Martinville Branch Library Roof Replacement Project

Raymond Bernard, St. Martin Parish Administrator gave an update on the project. Change orders were made for fascia, roof vents, gutters, and painting in needed areas. The project is going very well.

Parks Branch Library

Dione Sonnier and Bryan Estes presented and explained schematic drawings of the building. Copies of the drawings will be e-mailed to the Director. 15% of Design Phase, 20% Design Development, 40 % of Construction Document Phase, 5% Procurement Phase and 20% Construction Phase are complete. Mayor Kately requested that pipes be included to connect the generator to the library.

New Business:

Director Charlar Brew informed the members about:

Holidays 2026: There will be 15 paid holidays adding the federal Juneteenth Holiday.

Proposed Budget 2026: Line item of all proposed expenditures with cost increases were presented.

Determine Employee Salary Range Review Employee Compensation Recommendations for 2026: Cost of living adjustments proposed at 2%, 3% and 4 %.

Review Operating Budget for 2026: The complete operating budget that will be published in the Teche Newspaper, the official Journal in the Public Notice Section for public viewing was discussed. (See attachment).

Employee insurance premiums have increase for 2026. Employee will pay \$ 167.00 (\$83. 54 per pay period) and the Employer portion is \$ 1,351,84 per month.

In the Director's update Mrs. Charlar Brew informed the Board that the End of Month Financial report will be mailed due to bank reconciliation was not completed at the time of the meeting. Several programs are scheduled for November. November Bulletin was sent in the packets.

Good of the Order: Thanks to all members for their support and their dedication to the Library Board. Happy Veteran's and Happy Thanksgiving.



The next scheduled board meeting will be on December 1, 2025 at Breaux Bridge Branch Library Being no further business, Chenita Broussard motioned that the meeting be adjourned and Joseph Carnell seconded. It was approved unanimously.

Respectfully submitted by,



Charlar P. Brew, Secretary

