

The regular meeting of the Library Board of Control was called to order on Monday, February 24, 2014 at 5:00pm with the following:

PRESENT: Bennie Smith  
Harvey Clement  
Eva Shanklin  
Selma Malcombe

ABSENT: Judy Bazare  
John Arnold

Also present were Mrs. Laura Sanders, Director, and Mrs. Sherry Lucas, Finance Manager.

The Pledge of Allegiance was said in unison.

Upon a motion made by Mrs. Shanklin and seconded by Mr. Clement, the February LBC regular meeting agenda was approved and carried unanimously.

Upon a motion made by Mr. Clement and seconded by Mrs. Malcombe, the minutes of November 18, 2013 LBC regular meeting was approved. The motion carried unanimously.

Public wishing to address the Board:

Anthony "Tony" Lewis approached the board announcing running for Judge, 17<sup>th</sup> Judicial District Court for the Parish of Lafourche on November 4, 2014.

Finance Report:

Mrs. Lucas reported the library ended 2013 with approximately \$8.1 million. Our balance today is \$12 million because we've been credited for \$4.5 million in ad valorem receipts and these funds have been put in our LAMP operating account in January. Our Blue Cross Blue Shield insurance has 16 employees with dependent coverage as of January 1<sup>st</sup> with our cost increase of \$23k per month for adding there benefits. Our FEMA representative confirmed that our FEMA claim for Gustav has been upgraded to 'improved project' status, which means we did not have to replace lost books title by title. Therefore, this has closed our file for Gustav. With no other business, a motion was made by Mr. Clement, seconded by Mrs. Malcombe to accept the Finance Report. The motion carried unanimously.

Director Report:

Headquarters: It's that time again for Ethics Training, all certificates from board members need to be submitted by Apr 1, 2014; Jan 28-29 in compliance with the Lafourche Parish Government: all Lafourche Parish Public Library branches closed due to icy roadway conditions; all employees are being required to read the Human Resources Policy Manual/Library Polices annually along with the Ethics Training; managing the daily operations of the system; held Parish Staff Day which included Open enrollment for employees on Monday Dec 9; employees were very grateful for insurance changes; all branches are gearing up for Black History and Mardi Gras for the month of February; attended Millage seminar on Feb 19; created new name tags for staff; continue to meet with Safeguard to complete installation at area branches; PrimeTime for Bayou Blue is doing great, during winter storm we had to change day and time to stay on schedule for our next PrimeTime in Lockport starting Mar 12-Apr 16; staff attended Story time *Slime and Hands on Science* with literature connect hosted by St. Charles Library on Thursday, Jan 9; staff attended Tech day hosted by State Library on Friday, Jan 10; staff attended Turn the Page Literacy program at the St. Charles Library on Friday Jan 10, 2014; held Administrator's meeting on Monday, Jan 6 and Monday, Feb 10, held Librarians' meeting on Monday, Jan 13 and Monday, Feb 17; received MOU from the Parish Govt with all signatures required; met with Parks Service to proceed with next step which was background check to distribute keys to building, they're waiting for locksmith to be scheduled by the district; all Branches are working on Inventory list annually; staff attended Mid-Winter ALA conference Friday Jan 24-Monday Jan 27; worked with Janet Rhodes to help clean up the Bayou in South Lafourche; working with the Thibodaux Police Chief Scott Silverii to launch his new book at the Thibodaux Branch; working on some changes at Thibodaux branch to allow for more usable space; working with Library Interiors to replace old/damaged shelving in various branches; staff attended State staff day on Tuesday, Feb 4; attended Library Gulf Coast meeting with area library directors;

Update on Thibodaux: roof has gone to council for approval and on Thursday, Feb.6 a Pre-Construction conference/meeting took place at Thibodaux branch and work is scheduled to being Feb 10 and last 90 days; Jan 23, met with mechanical engineer on a new air condition and looking at ways to utilize upstairs space: we are running out of room. We are waiting for him to get back with us.

Upon a motion made by Mrs. Shanklin, seconded by Mrs. Malcombe the Director's report was accepted and motion carried unanimously.

#### Executive Session:

Strategic Planning: A motion was made by Mr. Clement, seconded by Mrs. Malcombe to move into Executive Session, motion carried unanimously. The board went into executive session. A motion made by Mrs. Shanklin, seconded by Mrs. Malcombe to move out of Executive Session and return back to regular session on the agenda, with a motion on the floor made by Mr. Clement it was recommended to approve the Library Director's compensation as Library Pay Scale Level 875, Step A retroactive to pay period beginning 01/04/2014, seconded by all board members and motion carried unanimously.

#### New Business:

1. Discussion and approval revising the mission and vision statement for LPPL:

Mrs. Sanders explained the library is working on our 5 year plan and the 3 year tech plan and just felt the statement needed to be revised to suit the libraries services that are provided to our communities. Upon a motion made by Mrs. Shanklin, seconded by Mr. Clement to approve the revised mission and vision statement for LPPL. The motion carried unanimously.

2. Discussion and approval on upgrading shelving units for Thibodaux Branch:

Mrs. Sanders presented the following items are from state contract to help with upgrading shelving units to assist with utilizing space to better the branches for our community.

Upon a motion made by Mr. Clement, seconded by Mrs. Malcombe to approve upgrading shelving units for the Thibodaux Branch including the cost to disassemble, relocate and reassemble existing shelving units from state contract. The motion carried unanimously.

3. Discussion and approval on upgrading shelving units for Larose Branch:

Upon a motion made by Mr. Clement, seconded by Mrs. Malcombe to approve upgrading shelving units for the Larose Branch including the cost to disassemble, relocate and reassemble existing shelving units from state contract. The motion carried unanimously.

4. Discussion and approval on upgrading shelving units for Golden Meadow Branch:

Upon a motion made by Mr. Clement, seconded by Mrs. Malcombe to approve upgrading shelving units for the Golden Meadow Branch including the cost to disassemble, relocate and reassemble existing shelving units from state contract. The motion carried unanimously.

5. Discussion and approval on upgrading shelving units for Lockport Branch:

Upon a motion made by Mr. Clement, seconded by Mrs. Malcombe to approve upgrading shelving units for the Lockport Branch including the cost to disassemble, relocate and reassemble existing shelving units from state contract. The motion carried unanimously.

#### Old Business:

With no further business to discuss, a motion for adjournment was made by Mrs. Shanklin, seconded by Mr. Clement and carried unanimously. The Library Board of Control was adjourned at approximately 6:30 P. M.