

The Regular Meeting of the Library Board of Control was called to order on Monday, July 23, 2012 at 5:00 P. M. with the following:

PRESENT: Harvey Clement
James Cantrelle
Bennie Smith-5:15
Shane Hebert
Eva Shanklin
Aaron Caillouet-5:10

ABSENT: Lynette Fossum
Selma Malcombe

Also present was Ms. Susanna LeBouef, Director.

The Pledge of Allegiance was said in unison by the board.

A motion to accept the agenda was made by Mr. Cantrelle, second by Ms. Shanklin and carried unanimously.

A motion to accept the minutes of the June 25, 2012 Public Hearing and regular meeting was made by Mr. Cantrelle, second by Ms. Shanklin and carried unanimously.

Public Wishing to Address the Board: N/A

Finance Report:

Ms. LeBouef reported the June balance sheet shows our total funds are at \$10,287,278 and on today's report; our current fund balance is \$10,012,834. All June expenses are as expected and just to give you a heads up, July Internet expenses will be much greater due to the Metro-E conversion. E-Rate refunds should balance most of this out. We have finally received bank statements for the month of May and June and copies were provided to the board. Updates: Building Insurance-a payment of \$52,206 was made to Jones Insurance this month but we still don't have any details on the January allocation of \$135,559 from the parish as requested. Auto Insurance- a payment of \$575 was made to Jones Insurance this month, again we still don't know if some other amount will be due this year on auto coverage due to non- response from Parish on this issue that the library has questioned. Electricity bill at Galliano Complex-We are still waiting for an answer from the Parish on how the division of these bills will be handled. The Parish has again paid the bill with Library funds and without the Library Director approval. The Entergy payment of \$3,160.62 is the amount in question for June.

Ms. Sherry mailed Mr. Caillouet as per requested last month all correspondence between the library and Parish concerning the Galliano Complex electricity bill. So the board asked Mr. Caillouet for an update on the progress he possibly made. Mr. Caillouet explained he felt it was best that the Parish, a representative from the board and Ms. LeBouef have another meeting along with himself. Ms. LeBouef replied our office will be happy to meet with the Parish, just notify my office on the date and time.

With no other business a motion was made by Mr. Cantrelle, second by Mr. Hebert to accept the Finance Report. The motion carried unanimously.

Ms. LeBouef presented her Director's Report as follows:

- Library Statistics: Included for review
- Headquarters: Administrators' Meeting on July 9; met with Mid-West representative on Wednesday, July 11; met with Terminix representative on Monday, July 9; met with Verizon representative on Tuesday, July 10 to distribute new phones; CLOSED "Wi-Fi on the Bayou" café per Park Service letter sent to Parish President; Replied to Park Service with letter on July 16, 2012; LAMP meeting in Baton Rouge on July 18, 2012
- Technology: Metro-E installation on target- old Headquarters to be vacated by August
- Staffing: No changes
- Current Projects: SB753-Policy to regulate access of sex offenders to public library property-email statutes report from State Library; Follow-up letter sent to Parish President per Mrs. Fossum's request on vacating Old Headquarters building located at 303 West 5th Street; Information on request for building and Auto Insurance sent to Aaron Caillouet for follow-up at his request; sent resignation letter from Mr. James Cantrelle to Carleen Babin, Lafourche Parish Council clerk on June 26, 2012; Headquarters-New Carpet installed and restroom door relocated; walls painted in the kitchen and restroom; floors installed; Also at Tuesday, July 24, 2012 Lafourche Council Meeting a presentation will be given by Tommy Lasseigne, Internal Auditor to the council on funds for the new jail.
- Press Releases: enclosed are articles sent to the newspapers informing the public on what is new with, and programs being presented through the Library

A motion was made by Mr. Hebert, second by Mr. Cantrelle to accept the Director's Report. The motion carried unanimously.

New Business:

Item #1 Discussion & approval to purchase two (2) SUV vehicles with replacement of 1998 & 2003 Dodge Caravans:

Ms. LeBouef presented the State Contract list of vehicles as per board's request to purchase new vehicles in replacement of the oldest library vehicles. A motion was made by Mr. Cantrelle, second by Ms. Smith to approve the purchase of two (2) SUV vehicles for the library.

Item #2 Discussion & approval to purchase ½ ton pick-up truck with replacement of 2005 Dodge Quad:

Ms. LeBouef presented the State Contract list of vehicles as per board's request to purchase new vehicle replace library truck. A motion was made by Ms. Smith, second by Mr. Hebert to approve the purchase of pick-up truck for the library. The motion carried unanimously.

Old Business:

Mr. Cantrelle addressed the board informing them that he has resigned "I would like to thank everyone that has worked with me over the years on this board. It has been a pleasure and we have had great results. We had some hard times." Mr. Clement and others commented how they have enjoyed working with Mr. Cantrelle.

At board's wishes, the Director Evaluation Forms were handed out at July meeting, to present results at August Board meeting.

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