

The Special Meeting of the Library Board of Control was called to order on Monday, April 15, 2024 at 5:00 pm with following:

PRESENT: Bennie Smith  
Tonya Hearn  
Courtney Hubbell  
Ruby LeBlanc  
Fran Middleton  
Archie Chaisson, Library Liaison

ABSENT: Lauren Bordelon  
Carolyn Soley

Also present: Mrs. Laura Sanders, Library Director; Mrs. Sherry Lucas, Finance/HR/Operations Manager, Shannon Porche; Assistant Director and Mrs. Dana Clement, Administrative Assistant.

Ms. Smith stated after roll call, "We have a quorum and can move forward with our meeting."

The Pledge of Allegiance was recited together.

A motion to accept the LBC agenda was made by Mrs. Hubbell, seconded by Mrs. Middleton, and carried unanimously.

Public Wishing to Address the Board: (Agenda Items Only)  
Daniel Lorraine-update on Golden Meadow Library

Executive Session:

A motion was made by Mrs. Middleton, seconded by Mrs. Hubbell, to enter into Executive Session pursuant to La. R.S. 42:17 (A) (1) at 5:04pm to discuss the Director's annual evaluation. The motion carried unanimously. The room cleared and recorder was shut off.

A short time later, attendees were invited to rejoin the meeting. A motion was made but Mrs. Hubbell, seconded by Mrs. LeBlanc, to end Executive Session and reconvene the meeting at 5:09pm. The motion carried unanimously.

New Business:

1. Approval of Director's yearly evaluation results; A motion was made by Mrs. Hearn, seconded by Mrs. Hubbell, to approve the Director's evaluation results. The motion carried unanimously.

2. Discussion and approval of amending the 2024 LPPL Budget; Mrs. Lucas noted areas of proposed increases and decreases within the 2024 Budget based on spending needs and inflation. Adjustments were made to utilities and maintenance categories. Mrs. Lucas stated, "overall, amendments to this budget result in a decrease of \$14,800 from the previously approved 2024 Budget." Mrs. Lucas reminded the Board, "we still have \$60,000 budgeted for our annual computer lab upgrades that we will bring to the next regular meeting in August." Mrs. Lucas asked if anyone wanted to discuss any line items in more detail, but there were no questions.

A motion was made by Mrs. LeBlanc, seconded by Mrs. Middleton, to accept the recommendation of the Finance Committee to approve the amended 2024 LPPL Budget as presented. A roll call vote was taken; Ms. Smith yes, Mrs. Hubbell yes, Mrs. Bordelon absent, Mrs. Hearn yes, Mrs. LeBlanc yes, Mrs. Middleton yes, and Mrs. Soley absent. The motion carried 5-0-2-0.

Public Wishing to Address the Board: (Agenda Items Only)

Billy Joe Brunet-update on Golden Meadow Library-walked in at 5:10pm

A motion was made by Mrs. Middleton, seconded by Mrs. LeBlanc, to deviate to Item #8 on the agenda, and motion passed.

8. Discussion and approval of purchasing a warehouse located at 118 Cliff Lane for the purpose of a Golden Meadow Library and recommend to the Parish Council for approval and purchase; Mrs. Sanders explained, "we have visited 118 Cliff Lane along with many other locations over a period of time and think this is a good option, but we are very concerned about the price. It's an old steel frame with a new metal skin and is 8,160 sq ft. It has a new roof but no plumbing, no HVAC, no windows, no insulation, no interior walls, but lots of storage with roll up doors. We could house the BookMobile inside and still have plenty of storage." Mrs. Sanders continued, "Andy Positerry, architect for GFP, has been hired and he estimates 4-6 months to get plans draw-up and another 6-9 months for construction." Mr. Chaisson, stated, "we've not collected any insurance or FEMA funds. We would be using the bond

money we have collected to buy this building.” Mrs. Sanders also noted that she has been in contact with Mayor Bouziga of Golden Meadow to keep him updated on this property.

After much discussion, a motion was made by Mrs. LeBlanc, seconded by Mrs. Hubbell, to approve the purchase of 118 Cliff Lane and recommend the Council approve the purchase as the future site of the new Golden Meadow Library, with the caveat that efforts are made to negotiate a lower price. A roll call vote was taken; Ms. Smith yes, Mrs. Hubbell yes, Mrs. Bordelon absent, Mrs. Hearn yes, Mrs. LeBlanc yes, Mrs. Middleton yes, and Mrs. Soley absent. The motion carried 5-0-2-0.

A motion was made by Mrs. Hearn, seconded by Mrs. Hubbell, to deviate back to Item #3 on the agenda, and motion passed.

Mr. Chaisson, Mr. Lorraine and Mr. Brunet left the LBC special meeting at 5:40pm.

3. Discussion and approval of proposed 2025 LPPL Budget; Mrs. Lucas explained the proposed 2025 Budget with some areas showing an increase, such as personnel services for future staffing and to cover the increasing costs of health insurance. Several other categories were increased due to rising costs, such as library programming supplies, postage, publication of legal notices, educational travel, and liability insurance. Mrs. Lucas noted there is \$60,000 allocated for annual computer lab upgrades in 2025. “Overall, the 2025 Budget is only \$264,600 higher than the Amended 2024 Budget and fits within our anticipated funding.”

A motion was made by Mrs. Hearn, seconded by Mrs. Middleton, to accept the Finance Committee’s recommendation to approve the proposed 2025 LPPL Budget as presented. A roll call vote was taken; Ms. Smith yes, Mrs. Hubbell yes, Mrs. Bordelon absent, Mrs. Hearn yes, Mrs. LeBlanc yes, Mrs. Middleton yes, and Mrs. Soley absent. The motion carried 5-0-2-0.

4. Discussion and approval of Finance Committee recommendation regarding LPPL salaries; Mrs. Sanders explained, “This is the time of year when I come to the Board to consider a salary adjustment for staff. Our LPPL employees have continued to work very hard, meet the needs of the community, and are very deserving of an increase in salary. We’ve outpaced most of the other library systems in the state in terms of program offerings. We are very proud of this, but it very labor intensive. It’s the full Board’s decision whether to approve the Finance Committee recommendation for LPPL employees be given a 4% structural increase that is not considered COLA nor impacts the entry levels of the pay scale.”

After a brief discussion, a motion was made by Ms. Smith, seconded by Mrs. LeBlanc, to approve the recommended structural pay increase of 4% to all LPPL employees effective the April 27, 2024. A roll call vote was taken; Ms. Smith yes, Mrs. Hubbell abstained, Mrs. Bordelon absent, Mrs. Hearn yes, Mrs. LeBlanc yes, Mrs. Middleton yes, and Mrs. Soley absent. The motion carried 4-0-2-1.

5. Discussion and approval of LPPL scale; Mrs. Sanders explained, “We are not recommending any changes to our LPPL pay scale. Some grant applications require us to attest that our Board has approved our pay scale annually, so this is just a housekeeping item.” A roll call vote was taken; Ms. Smith yes, Mrs. Hubbell abstained, Mrs. Bordelon absent, Mrs. Hearn yes, Mrs. LeBlanc yes, Mrs. Middleton yes, and Mrs. Soley absent. The motion carried 4-0-2-1.

6. Discussion and approval of a new sewer treatment plant at the Larose Branch; Mrs. Sanders explained to the Board, the Larose Civic Center needs a new sewer treatment plant and since our Larose branch is connected to this sewer it was asked for us by Parish Administration to share the cost. The total was \$118,800 and the Library’s portion would be one-fourth, which is \$29,700.

A motion was made by Mrs. Hubbell, seconded by Mrs. Middleton, to approve the cost of \$29,700 for our share of the new sewer treatment plant to be used by the Larose Branch. A roll call vote was taken; Ms. Smith yes, Mrs. Hubbell yes, Mrs. Bordelon absent, Mrs. Hearn yes, Mrs. LeBlanc yes, Mrs. Middleton yes, and Mrs. Soley absent. The motion carried 5-0-2-0.

7. Discussion and approval of cancelling flood insurance on library buildings; Mrs. Sanders explained that flood insurance premiums for the library buildings have gone up by double digits annually. “Even with standing water in two of our buildings with Hurricane Ida we were unable to file flood claims, because technically there was no rising water. It may not be worth keeping these policies. I discussed this with Parish Administration, and they do not carry flood insurance on their buildings because government entities are covered by FEMA” Ms. Smith expressed concern that some fine print in FEMA could require us to keep flood coverage as she is aware that is the situation with the hospital; please double check that prior to any cancellations.

After additional discussion, a motion was made by Ms. Smith, seconded by Mrs. Hubbell, to approve flood insurance for only Thibodaux and the South Lafourche branch, with the confirmation that FEMA does not require the coverage on the other locations particularly at Golden Meadow if the building purchase there proceeds. A roll call vote was taken; Ms. Smith yes, Mrs. Hubbell yes, Mrs. Bordelon absent, Mrs. Hearn yes, Mrs. LeBlanc yes, Mrs. Middleton yes, and Mrs. Soley absent. The motion carried 5-0-2-0.

With no further business to discuss, a motion for adjournment was made by Mrs. LeBlanc, seconded by Ms. Smith, and carried unanimously. The Library Board of Control was adjourned at approximately 6:25pm.