

The regular meeting of the Library Board of Control was called to order on Monday, November 18, 2013 at 5:00pm with the following:

PRESENT: Lynette Fossum
Harvey Clement
Eva Shanklin (arrived at 6:05pm)
Bennie Smith
Selma Malcombe
Judy Bazare
Shane Hebert

ABSENT:

Also present were Ms. Laura Sanders, Director, Regina Lauand, Operations Administrator, Claire Cheramie, Programming Administrator and Ms. Sherry Lucas, Finance Manager.

The Pledge of Allegiance was said in unison.

A motion to accept the agenda was made by Ms. Smith, seconded by Mr. Hebert and carried unanimously.

A motion to accept the minutes of the October 28, 2013 regular meeting was made by Mr. Clement, seconded by Mr. Hebert and carried unanimously.

Public wishing to address the Board:

Finance Report:

Ms. Lucas reported we ended October with \$9.1 million and our balance today is \$8.9 million. Our year to date report for October shows you how our revenues and expenses are on track compared with our budget. The library continues to await council approval on the low bid for the Thibodaux Roof Project and council action on hiring the mechanical engineer regarding Thibodaux HVAC unit. With no other business a motion was made by Mr. Hebert, seconded by Ms. Smith to accept the Finance Report. The motion carried unanimously.

Director Report:

Ms. Sanders reported how the library has been very busy and the community came out to support the library on November 16, 2013 with a win in the election for Lafourche Parish Public Library. Ms. Sanders explained that she continues to manage the daily operations of the library system, continues to keep board members updated on current library issues, held Administrators' and Librarians' meetings, and continues managing the daily operations of the system. Attended Chamber of Commerce Luncheon on Thursday, Oct 31 as a part of a panel discussion of the proposal for the jail millage rededication, attended Fall Administrative conference with State Library on Friday, Nov 8 in Port Allen and received certificate, on Friday, Nov 8 was informed that Jean Lafitte would be closed for Veteran's Day and all Federal Holidays so hopefully we'll have a key to the building by then, attended Administrator meeting on Monday, November 11; attended Veteran's program at Thibodaux Branch on Monday, Nov 11, continue to do newspaper and radio station interviews to help promote the library's facts, participated in Thibodeauxville, Bayou Museum Night at the BOO-seum", Gheens Halloween Bazaar, attended Lockport Rotary Club luncheon on Thursday, Nov 14, attended Literacy Initiative with 10 other area library director's on Tuesday, Nov 5 while working together to help improve the literacy of South Louisiana, Primetime ended with an outstanding community involvement. We are so excited to announce we have been given a record 3 national program dates, they will be in January and March. Also Ms. Sanders reported that we are looking into extending the hours of operation at the satellite branches. Ms. Fossum thanks the Director and staff for all the support during this election time. A motion was made by Ms. Bazare, seconded by Mr. Clement to accept the Director's Report. The motion carried unanimously.

Executive Session:

I. Strategic Planning: A motion was made by Ms. Smith, seconded by Mr. Clement to move into Executive Session and motion carried. The room was cleared and the Board went into Executive Session. After a period of discussion, a motion was made by Ms. Shanklin, seconded by Ms. Bazare to move out of Executive Session and return to the public meeting. The motion carried.

New Business:

Item #1 Discussion and approval of Library absorbing 2014 premium costs for employee health insurance coverage:

Ms. Lucas presented several scenarios to the Board for covering various percentages of the group health insurance premiums. Premiums are going up 10.5% for next year. A motion was made by Mr. Hebert, seconded by Ms. Shanklin to approve Scenario 4, which increases the Library's portion of the premium cost to match the parish's contribution level by absorbing 98% of employee coverage and 95% of dependent coverage costs for 2014. The Board will amend the 2014 budget as needed to cover the additional costs in the benefits line item in spring per our regular budget review schedule. The motion passed and Ms. Smith abstained.

Item #2 Discussion and approval of Library Director's evaluation:

Ms. Fossum commented how a copy of the director's evaluation was provided to the board in advance to look over and a motion was made by Ms. Bazare, seconded by Mr. Clement to approve the results of the Library Director's evaluation. The motion passed.

Item #3 Discussion and approval of Library Director's employment:

Ms. Fossum explains that this is the Board's yearly procedure to approve the Library Director's employment following an evaluation. A motion was made by Ms. Smith, seconded Mr. Hebert to approve Laura Sanders to serve as the Library Director for the next 12 months, and her probationary period has ended. The Director's one year contract will be discussed and voted on for renewal each November. The motion passed unanimously.

Item #4 Discussion and approval of Library Director's compensation:

Ms. Fossum explains the contract renewal also involves a review of compensation. A motion was made by Ms. Smith, seconded by Mr. Hebert to approve the Library Director's compensation as Library Pay Scale Level 825, Step A, with a 1 year contract. Ms. Sanders indicated acceptance. The motion passed unanimously.

Item #5 Election of Officers for 2014:

Ms. Sanders conducted the election of Officers for the Library Board of Control for 2014. She opened the floor for nominations of President. Ms. Fossum nominated Ms. Smith for President, seconded by Mr. Hebert. With no further nominations for President, Mr. Clement closed the request for nominations, seconded by Ms. Bazare. A vote on the nominations was taken, with Ms. Smith receiving the majority vote. Ms. Fossum nominated Mr. Clement for Vice-President, seconded by Mr. Hebert. With no further nominations for Vice-President, Ms. Bazare requested the nominations be closed, seconded by Mr. Hebert and carried. A vote on the nominations was taken with Mr. Clement receiving the majority vote.

Item #6 Discussion and approval if needed of Library closures and reduction of staff hours:

A motion was made by Ms. Fossum, seconded by Mr. Hebert to strike item #6 from the agenda. The motion passed unanimously.

Old Business:

A presentation took place to recognize Lynette Fossum and Shane Hebert for their years of service to the Library Board of Control and the Library System.

With no further business to discuss, a motion for adjournment was made by Mr. Hebert, seconded by Ms. Bazare and carried unanimously. The Library Board of Control was adjourned at approximately 6:38 P. M.