

The scheduled Public Hearing for the Lafourche Parish Public Library's 2012 Amended and 2013 Proposed Budget began at 5:00pm. Ms. Fossum, President of the Library Board of Control opened the Public Hearing. She asked three times if anyone would like to speak on the 2012 Amended and 2013 Proposed Budget. No one from the audience had any input Ms. Smith, second by Mr. Cantrelle to close the Public Hearing. Ms. Fossum closed the Public Hearing at 5:05pm.

Ms. Fossum opened the Library Board of Control's regularly scheduled meeting was called to order on Monday, June 25, 2012 at 5:00 P. M. with the following:

PRESENT: Lynette Fossum
Harvey Clement
Selma Malcombe
Bennie Smith
Eva Shanklin
James Cantrelle
Aaron Caillouet, Liaison

ABSENT: Shane Hebert

Also present were Ms. Susanna LeBouef, Director.

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

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

A motion to accept the minutes of the May 21, 2012 regular meeting was made by Mr. Cantrelle, second by Mr. Clement and carried unanimously.

Public wishing to address the Board: N/A

Finance Report:

Ms. LeBouef gave the finance report stating May Balance sheets show our fund balance to be \$10.5 million as of 5/31/2012 and as of today its \$10,374,561. Our LAMP and brokerage account statements have not been made available to us yet but once it does we'll make a special mailing to the board. We still have no update from the Parish on how the electricity bill at South Lafourche will be handled. We do know that they paid the latest bill with Library funds without the Director approval. Also requested from the Parish, information from Risk Management regarding details of our current insurance coverage. We received no response. We requested info from the Parish regarding a \$135,559 "allocation" of our building insurance funds that occurred in January. We expected our building insurance premium to be paid at that time, but this item does not show up on expense reports due to the way it is posted as a generic "allocation" with no detail regarding what vendor was paid this money. We were not copied on the invoice and no reply from the Parish. We requested addition information from the Parish regarding the payment status of our auto coverage. No expenses have been logged in that category to date for 2012. We received no repose from the Parish. Mr. Caillouet, Liaison requested emails and information that was sent to the Parish concerning these matters be sent to him so he could follow-up.

A motion was made by Ms. Smith, second by Mr. Cantrelle to accept the Finance Report. The motion carried unanimously.

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

- Library Statistics: Included for review
- Headquarters: ongoing phone conferences with AT&T for Metro-E install; attended Administrators' Meeting on June 11; met with Tim Jones for liabilities insurance for the library system; attended Legislature Luncheon on June 14; staff attended Skill Path in Houma on June 19; staff attended the State Library series of executive workshops in May & June; opening of "Wi-Fi on the Bayou" café on June 11; Vita will recognize Lafourche Parish Library at the Parish Council meeting for the assistance the library gave them during tax season time; received a letter from Parish President requesting to be moved out of Old Headquarters located at 303 West Fifth Street. Ms. Fossum directed Ms. LeBouef to respond to the letter informing the Parish once AT&T moves our server we will move out.
- Technology: Metro-E installation on target. Still waiting for AT&T to move server out of old Headquarters.
- Staffing: Larina Scofield (Thibodaux Branch) resigned effective June 22; Daryl Hamblin (Larose Branch) resigned effective July 25; Hired Van Viator, Thibodaux reference desk part-time; Golden Meadow Branch Manager, Annette Plaisance, died Sunday, June 17, 2012. She had been an employee of the Library system since October 1, 1984.
- Current Projects: roof repairs for Thibodaux Branch-estimate pending; maintenance projects at Martha Building-6/11 received letter to move forward with renovations; Request Parish pay electric bill at South Lafourche-no response; Golden Meadow Blueprints-completed and sent to Fire Marshal; Lockport sidewalk-Parish Administrator pursuing sidewalk repair working with BETCO; SB753-Policy to regulate access of sex offenders to public library property-under consideration
- Press Releases: Enclosed are articles sent to the newspapers informing the public on what is new with, and programs being presented through the Library
- Programs/Displays: Bayou Blue: St. Catherine's Grief Support Group on 6/27 @ 1:00pm; Choctaw: Zumba Basic on 6/5 @ 1:00pm; Golden Meadow: Sculpture Workshop on 6/11@1:00pm; Larose: Painting on 6/26 @ 1:00pm; Lockport: Movie Matinee on 6/28 @ 10:30am; Raceland: Glen Ghiradi Magician at Holy Savior Cafeteria on 6/5 @ 2:00pm; South Lafourche: Wii Bowling for Adults on 6/20 @ 10:30am; Thibodaux: Board Game Night on 6/26 @ 5:00pm

With no other business a motion was made by Mr. Cantrelle, second by Ms. Smith to accept the Director's Report. The motion carried unanimously.

New Business:

Item #1 Discussion & approval of amended 2012 Budget:

Ms. LeBouef explained the Finance Committee unanimously approved the attached Amended 2012 Budget, with increases to some of the revenue items such as grants and copies, as well as increases to the expenses categories for advertising, vehicles, building maintenance supplies and repairs. A motion was made by Mr. Clement, second by Ms. Malcombe to approve the amended 2012 Budget. The motion carried unanimously.

Item #2 Discussion & approval of September 1st Salary Adjustments:

Ms. LeBouef stated the salary increase proposal was presented to the Finance Committee and it was met with unanimous approval. We are striving to maintain State Standards in library staff salaries. Our increase would take effect on September 1, 2012 and our budget allowed for this without adjustment. A motion was made by Mr. Clement, second by Mr. Cantrelle the approval of September 1st Salary Adjustment. The motion carried unanimously with Ms. Smith abstaining.

Item #3 Discussion & approval of 2013 Budget:

Ms. LeBouef explained the Finance Committee also unanimously approved the Proposed 2013 Budget, which closely follows the amended 2012 budget, which takes into account our 2011 and 2012 year-to-date activity. This budget also reflects increases to education/conferences expenses, and corresponding travel reimbursements, so that we meet State Standards. Also increases related to utilities, collection development, vehicle maintenance, fuel and the building maintenance supply and repair categories. Most all other items included the 4% inflation that was recommended by the Parish.

A motion was made by Mr. Cantrelle, second by Ms. Smith to approve the 2013 Budget. The motion carried unanimously.

Item #4 Discussion & approval of purchase I-Prism hardware upgrade;

Ms. LeBouef explained to the board our iPrism is an extremely important device for the library. It keeps us compliant to the Children's Internet Protection Act (CIPA). It is suggested by Complete Network Management who we have a contract with to upgrade the unit due to the increased demands on the Internet connection that will come from the extra bandwidth of the fiber-based Internet we are getting.

A motion was made by Ms. Smith, second by Ms. Shanklin to approve the purchase of the I-Prism hardware upgrade.

Old Business:

Ms. Fossum asked Mr. Clement to run the next meeting due to her going on vacation in July. Also she reported attending the Audubon Institute program at Lockport; the attendance was outstanding.

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