

The Regular Meeting of the Library Board of Control was called to order on Monday, October 26, 2009 at 5:00 pm with the following:

PRESENT: James Cantrelle  
Harvey Clement  
Lynette Fossum  
Eva Shanklin  
Shane Hebert  
Judy Babin  
Rodney Doucet  
Nicholas Cheramie

Also present were Ms. Susanna LeBouef, Director and Ms. Stacey Guidry, Finance Manager

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

A motion to remove Item #5 from the agenda and accept the agenda as amended was made by Ms. Babin, seconded by Ms. Fossum and carried unanimously.

A motion to accept the minutes from the September 28, 2009, Regular Meeting was made by Ms. Babin, seconded by Ms. Shanklin and carried unanimously.

**Public wishing to address the Board:**

Clifton Dickerson approached the board updating them on the status of Lockport Library Branch sign with all funds being donated through local civic organizations to the library. Mr. Dickerson will contact the District Attorney's office to make sure all proper documentation is provided.

**Architect's report:** Not Present

**Finance Report:**

Ms. Guidry advised the board that included in their packets is a copy of the timeline and history that had been requested by the board on the Ad Valorem Tax. She also stated that we are approaching the end of the year so you are seeing funds being pulled out of LAMP, this is normal at this time of year. A motion was made by Ms. Babin, seconded by Mr. Clement to accept the Finance Report. The motion was carried unanimously.

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

- Library Statistics: Statistics for the month of September 2009 in packets
- Parish Council: All paper work for employees and timesheets presented in a timely manner; met with Parish President on the Preliminary Proposal of Thibodaux Library Remodel; Provided timeline on the leaking roof in Lockport to Chris Landry and Lindel Toups and informed board members that as of today we still have a leaking roof.
- Headquarters: held Administrator's Meeting on Monday, Oct 12; Staff Development for Policy and Procedures-Oct 30; attended Louisiana Asset Management Pool, Inc. Annual Meeting on October 15-16 and announced to the board members she was appointed as a board member; attended State Library Leadership Training on October 21-22
- Staffing: No Changes
- Technology: ordered Early Literary Software for branches using State Aid Funds

- 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: Larose Library hosted College Prep Workshop; Thibodaux, Lockport and South Lafourche-Talking Globe that was donated by Lafourche Mayors' Committee; South Lafourche-"Les Bateaux de Bayou" display of boats from the turn of the century; Thibodaux-Skin Care Program; All Branches-Halloween Festivities and Fire Prevention Storytime
- Buildings: Lockport; leaking roof in lobby attic; Air Conditioning-leak in the Children's Area; Plumbing leaking in the men's restroom; Punch list not completed; Sidewalks not painted yellow for curb definition has not been done; Also a letter was handed out to the board members concerning a patron's inability to use the Lockport Branch due to wheelchair accessibility. Board members requested director to send copy of letter to the District Attorney's office and to respond to the patron's letter. Thibodaux; Some discussion took place on the purchase and future Thibodaux Branch at the Daily Comet building; Proposed Budget; Proposed Timeline; Board members requested director to send copies of budget and timeline to parish council.

A motion was made by Ms. Babin, seconded by Ms. Shanklin to accept the Director's Report. The motion carried unanimously.

**New Business:**

**Item #1 Discussion and adoption of the 2010 Library Calendar:**

Ms. LeBouef explained how there were no changes; we are just following the previous calendar year that the library has followed. A motion was made by Ms. Babin, seconded by Ms. Fossum to accept the 2010 Library Calendar. The motion carried unanimously.

**Item #2-Discussion and adoption of the 2010 Library Board Calendar:**

Ms. LeBouef explained how again there were no changes made to the board calendar. A motion was made by Ms. Babin, seconded by Ms. Fossum to accept the 2010 Library Board Calendar. The motion carried unanimously.

**Item #3- Discussion and approval of the Director's Compensation:**

Ms. LeBouef updated the board on Library Director's Compensation in the Tri-Parish area and then she exited the room as the board members discussed the matter. After much discussion, a motion was made by Mr. Hebert, seconded by Ms. Babin to give Susanna LeBouef, Director an extra week of vacation time effective on her Anniversary date time November 2009-November 2010. The motion carried unanimously.

**Item #4- Discussion and approval of extending Director's timeframe to December 31 to use her annual leave:**

A motion was made by Ms. Fossum, seconded by Ms. Babin to extend the Director's timeframe to December 31 to use her annual leave. The motion carried unanimously.

**Item #5- Election of Offices for 2010: Removed**

**Item #6- Discussion on wall plaques:**

Some discussion took place between board members as to what names appear on the plaques at each library after construction is completed. Ms. LeBouef explained the wall plaques represent the Library Board Of Control Board members that took part in the decision making on the project. No action was taken.

With no further business to discuss, a motion for adjournment was made by Ms. Fossum, seconded by Ms. Babin and carried unanimously. The Library Board of Control was adjourned at approximately 7:00pm.