State of Louisiana November 27, 2017

Parish of Lafourche Lockport, Louisiana

The Special meeting of the Library Board of Control was called to order on Monday, November 27, 2017 at 5:50pm with the following:

PRESENT: Lonnie Granier

Judy Bazare

Talisha Chiquet

Robert Rome

Daniel Lorraine, Council Liaison

ABSENT: Harvey Clement

Selma Malcombe

Angelique Torres

Also present were Mrs. Laura Sanders, Director and Mrs. Dana Clement, Administrative Assistant.

The Pledge of Allegiance was led by Mrs. Chiquet.

A motion to accept the minutes of the September 25, 2017 regular meeting was made by Mrs. Bazare, seconded by Mr. Rome, and carried unanimously.

Public wishing to address the Board: N/A

Finance Report:

Mrs. Sanders reported we ended October with approximately $10.7 million and our balance today is $10.4 million. The Year-To-Date report is now showing amount of Prepaid Expenses for registration and lodging prepayment for the Spring conferences. After the first of the year, the Parish will reallocate these expenses into the appropriate 2018 travel line items. A motion was made by Mr. Rome, seconded by Mrs. Bazare, to accept the Finance Report. The motion carried unanimously.

Director Report:

Mrs. Sanders reported managing the daily operations of the Library system; the Zoomobile visited some of our Branches and was a huge success. A motion was made by Mrs. Chiquet, seconded by Mrs. Bazare, to accept the Director’s Report. The motion carried unanimously.

Special Orders:

1. Election of Officers:

Mrs. Sanders conducted the Election of Officers for the Library Board of Control for 2018. Mrs. Bazare nominated Lonnie Granier for President, Mrs. Sanders asked Mr. Granier if he accepted and he agreed. After asking 3 times if there were any more nominees for President and there were none, Mrs. Sanders closed the floor for President and announced Lonnie Granier as the President for 2018.

Again, in a repeated effect, Mrs. Sanders opened the floor for Vice-President. Mrs. Bazare nominated Robert Rome for Vice-President and he accepted. Mrs. Sanders asked 3 times if there were any more nominees for Vice-President and there were none. Mrs. Sanders closed the floor, announcing Robert Rome as the Vice-President for 2018. Both Mr. Granier and Mr. Rome thanked the Board for their support and confidence.

Mr. Granier called a vote to add to the Agenda-New Business #4. Discussion and approval of letter to Parish President concerning Library Budget Correction Needed and for Lonnie Granier to sign the letter, motion carried with 4-0 roll call vote, passed unanimously to add as item #4.

Unfinished Business:

1. Discussion and approval of options for possible remodel/renovation of the Thibodaux Branch to gain additional space; after much discussion, the Board decided to defer this item. A motion was made by Mr. Rome, seconded by Mrs. Chiquet to defer until the January 22, 2018 Board meeting to vote on the remodel/renovation and motion passed unanimously.

2. Discussion and approval of available land space; A motion was made by Mr. Rome, seconded by Mrs. Chiquet not to move forward with the purchase of land space presented to the Board and for a letter to be submitted informing the property owner. The motion carried unanimously.

3. Discussion of Parish’s Ordinance regarding abandoned vehicles in Library parking lots, as requested by Daniel Lorraine, Council Liaison on 9/28/2017; after a short discussion, the Board asked for Mrs. Sanders to draft a Policy & Procedure for the Board to review at the January 22 meeting.

Mr. Granier asked to deviate from the agenda and move to New Business, a motion from Mr. Rome, seconded by Mrs. Chiquet to move to New Business, motion carried unanimously.

New Business:

1. Discussion and approval of LPPL cost share of 2018 employee insurance coverage; Mrs. Sanders informed the Board, the Parish had not approved a Healthcare provider or Dental insurance yet. Mrs. Sanders asked the Board to continue the same cost share for LPPL employees as 2017, whereby the Library will pay Health insurance premiums of 93% individual plan and 90% of family plan. Also Library will continue to pay low-level Dental plan for individual employees. A motion was made by Mr. Rome, seconded by Mrs. Bazare to approve insurance cost share for LPPL employees for 2018.
2. Discussion and approval of participating in the Parish’s Employee Assistance Program; Mrs. Sanders explained to the Board the Parish provides this coverage for their employees and felt Library employees would also benefit. A motion was made by Mr. Rome, seconded by Mrs. Bazare to approve the Hidalgo Health Associates program for LPPL employees, motion carried with 4-0 roll call vote, passed unanimously.
3. Discussion and approval for changing Tuesday, November 13, 2018 LBC Meeting; after much discussion, a motion was made to move LBC meeting to Wednesday, November 28, 2018 at the Thibodaux Branch located at 705 West Fifth Street. The motion carried unanimously.
4. Discussion and approval of letter to Parish President concerning Library Budget Correction Needed and for Lonnie Granier to sign the letter; Mrs. Sanders explained to the Board, at our May 25, 2017 meeting, the Board approved our 2018 Budget. Upon reviewing our portion of the Lafourche Parish Government’s Budget, it was evident that LPPL 2018 Budget was changed again this year before being presented to the Council for approval in Wages & Employment Benefits category which is a violation of Law R.S.25:211, et seq. To correct this oversight, the Library’s portion of the budget must be amended by the Council. A motion was made by Mrs. Bazare, seconded by Mr. Rome approving Lonnie Granier to sign a letter concerning LPPL 2018 Budget corrections and to cc all Council members and Parish Administration. The motion carried unanimously.

Mr. Rome made a motion, seconded by Mrs. Chiquet, to move back to the regular agenda, motion carried unanimously.

Strategic Planning: Executive Session; A motion was made by Mrs. Bazare, seconded by Mr. Rome to move into Executive Session at 6:50pm and the motion passed unanimously and the tape was turned off. At 7:09pm, a motion was made by Mr. Rome, seconded by Mrs. Bazare, to close the Executive Session and return to regular agenda. The motion carried unanimously.

With no further business to discuss, a motion for adjournment was made by Mr. Granier, seconded by Mrs. Bazare and carried unanimously. The Library Board of Control was adjourned at approximately 7:10pm.