

The regular meeting of the Library Board of Control was called to order on Monday, July 22, 2013 at 5:00pm with the following:

PRESENT: Harvey Clement  
Bennie Smith  
Eva Shanklin  
Judy Bazare  
Shane Hebert  
Aaron Caillouet-Liason

ABSENT: Lynette Fossum  
Selma Malcombe

Also present were Ms. Laura Sanders, Director, and Ms. Sherry Lucas, Finance Manager.

The Pledge of Allegiance was said in unison.

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

A motion to accept the Public Hearing minutes of the June 24, 2013 meeting was made by Mr. Hebert, seconded by Ms. Smith and carried unanimously.

**Public wishing to address the Board:** N/A

**Finance Report:**

Ms. Lucas explained we ended June with 10.8 million and our balance today is 10.5 million. On July 9 at the parish council meeting, the council approved establishing the Thibodaux roof project as a separate capital project. The resolution that was approved specified that the roof project was for "repair" rather than replacement, so we will have to see how this proceeds. Our FEMA rep responded about our May 2012 request for an improved project status regarding our Gustav content claims because from the beginning this should have been set up as an improved project, since it is not possible to replace library books title by title. I asked for an official written reply to our letter. We also heard from the Parish's Risk Management department regarding the settlement of the recent auto accident. This was placed on the July 23 council agenda to have the parish settle regarding the damages to the other vehicle and any medical expenses for an amount up to the \$50,000 auto policy deductible. This required no action by our board. As a note on some nearing expenses, our library system runs Windows XP, and in April 2014 that product reaches its end of life and all Microsoft support will end. We have most hardware in place already to change over to Windows 7, but we will have to purchase the necessary licensure and that will cost about \$15K for the number of pc's that we have. We staggered our pc purchases so that we only have to replace 50 or so units every two years at a cost of \$800-\$900 each to keep them current. Also we operate in a Server 2003 environment, and this product too will reach its end of life in July 2015. We will need to replace approximately 4-5 servers at a cost of around \$3700 each so they are able to run the new server operating system. These upgrades will also require us to purchase compatible software for security and filtering.

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: Has been managing the daily operations of the system; held Administrator's meeting on Monday, July 8; held Librarian's meeting on Monday, June 15; attended some of the Summer Reading Programs at the different branches; met with Superintendent for the Park Service representatives on Wednesday, June 26 and the MOU was discussed and dialogue is open with regards to language of the previously received MOU. We hope to receive an updated version of the MOU in the very near future. We are looking into moving the circulation desk at Thibodaux Branch to create a more friendly and productive atmosphere; spoke with a Daily Comet reporter regarding LPPL 2014 budget; spoke about Memorial Tribute plaques that will be funded through Friends of the Library; attended ALA conference in Chicago on Thursday, June 27-Monday July 1; attended meeting at State Library on Thursday, July 18; continued to try to repair the heavy door in Lockport. A motion was made by Ms. Smith, seconded by Mr. Hebert to accept the Director's Report. The motion carried unanimously.

New Business:

Item #1 Discussion and approval of New logo:

Ms. Sanders presented a new and fresh updated logo but decided it was best to table this item and relook at our mission statement for it to match the logo. A motion to table to logo was made by Ms. Bazare, seconded by Ms. Shanklin. The motion passed.

Item #2 Discussion and approval of Branches closed Saturday, November 30 (Saturday after Thanksgiving):

Ms. Sanders explained on the Thanksgiving Holiday we are closed Thursday and Friday, we are proposing to close that Saturday which would only involve our South Lafourche, Lockport and Thibodaux Branches. After a brief discussion, a motion was made Ms. Smith, seconded by Mr. Hebert to accept Branches closing November 30, the Saturday after Thanksgiving. The motion passed. Ms. Shanklin abstained.

Item #3 Discussion on a resolution being proposed by the Parish to take library funds for constructing a new jail:

Ms. Sanders informed the board; we placed this on our agenda after we received a copy of the proposed resolution, then the Parish Council pulled it from their agenda because it needed to be an ordinance. We are expecting this to be on the next council agenda. Ms. Sanders explains that in the proposal, the Parish Council would rededicate 1 millage from the Library's annual millage and take one half of the Library's total cash fund when it is at its highest balance, at the time ad valorem funds are collected. If this happens, the library would only receive \$3.9 million annually to operate the 10 Parish Library buildings that our Council approved to build and have. Any reserves not taken will be immediately exhausted, resulting in a \$820,000 deficit for 2014. Ms. Sanders also reminded the board, how in 2006 the library gave back 2 mills, which is approximately \$1.5 million to tax payers. Our numbers come from the parish's accounting software MUNIS, but when parish administration comments on our numbers, they are not presented accurately. They are trying to lead the public to believe the library has a \$12 million surplus above and beyond what is needed to fund the budget. The parish president said exactly this per the minutes of the last council meeting, and a councilman said the same on the radio last week. This is inaccurate. There is no \$12 million surplus. When our fund balance is at its highest it reaches \$12 million, but this includes the funds we need to operate and this board just approved a \$6.4million budget for 2014. Ms. Sanders asked Mr. Caillouet if he could help with clearing that up. Mr. Caillouet asked if we had a 5-year plan, Ms. Sanders replied yes, the previous director compiled a 5-year plan that is required by the State and also per the State we are required to have a 3-year Technology plan, but if this goes to vote, the library will need a whole new 5-year plan. Ms. Sanders commented, from all this, our libraries have been flooded with phone calls from our concerned patrons on the recent proposal of taking the funds of the library to build a jail. Also, I have had some conversations with the District Attorney's office and State Library concerning our library funds/millage and will continue to work very closely with them.

After further discussion, a motion was made by Ms. Bazare, seconded by Ms. Shanklin to have Ms. Laura Sanders, Library Director, act on behalf of the Library Board of Control to seek an opinion from the District Attorney's office regarding the legality of the Parish Council taking any fund balance from the Library's accounts to be placed towards funding the jail. The motion passed, with Mr. Hebert voting Nay.

Old Business:

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