

The scheduled Public Hearing on the Lafourche Parish Public Library's Proposed 2011 Budget began at 5:00pm. Mr. Cantrelle, President of the Library Board of Control opened the Public Hearing. He asked three (3) times if anyone would like to speak on the Proposed 2011 Budget. No one from the audience had any input; Mr. Cantrelle closed the Public Hearing at 5:05pm.

Mr. Cantrelle opened the Library Board of Control's regularly scheduled meeting on Monday, July 26, 2010 at 5:05pm with the following:

PRESENT: James Cantrelle  
Harvey Clement  
Lynette Fossum  
Eva Shanklin  
Shane Hebert  
Rodney Doucet-entered at 5:20

ABSENT: Judy Babin  
Nicholas Cheramie

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

Pledge of Allegiance was led by Ms. Shanklin.

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

A motion to accept the minutes of the June 28, 2010, Regular Meeting was made by Mr. Clement, seconded by Mr. Hebert and carried unanimously.

**Public wishing to address the Board:** None

**Finance Report:**

Ms. Guidry stated that in the board financial packets, the library is on track for the budget and is wrapping up the closing of our Summer Reading Program. Ms. Guidry stated that Mr. Clement had a question at the last meeting concerning the Fazzio case. Included in your packets, is a print out of the \$7000.00 settlement check, which cleared the bank.

With no other business, a motion was made by Ms. Fossum, 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 July
- Parish Council: All paper work for employees and timesheets presented in a timely manner

- Headquarters: attended Legislative luncheon June 24; attended Coastal Care Fair in Thibodaux, June 28; attended Leadership Conference in Lafayette June 29; attended Coastal Care Fair in South Lafourche, July 7; attended Parish Council meeting, July 13; attended LAMP board meeting in Baton Rouge, July 21; Stacey attended Purchase Order training at Parish request; working with Community Action Grant program; held Administrative Meeting in Lockport on July 12
- Technology: upgrade Bayou Blue and Choctaw computers; completed 486 E-Rate
- Staffing: None
- 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: South Lafourche-Coastal Care Fair offering free health screening and public awareness; Thibodaux:-Frank Levy returns with “Stories in Motion”; All Branches: hosted Fourth of July celebration; Raceland-Diabetes Academy held for local residents; also on Tuesday, July 27 at South Lafourche branch an 18 wheeler will be arriving between 9-10, this program is called “Feed the Children” National Organization providing family assistance due to the oil spill disaster
- Buildings: Thibodaux-continues to be on hold  
A motion was made by Ms. Fossum, seconded by Ms. Shanklin to accept the Director’s Report. The motion carried unanimously.

**New Business:**

**Item #1 Discussion and approval of amended of 2010 Budget:**

A motion was made by Ms. Fossum, seconded by Mr. Clement to amend 2010 budget. The motion carried unanimously.

**Item #2 Discussion and approval the 2011 Budget:**

Ms. Guidry presented the 2011 Budget by reading the budget message to the board. Mr. Doucet questioned a few line items, including the \$15,000-Accounting & Auditing. Ms. Guidry explained that one of the requirements from the State Auditors is for the library to have a separate legal outside audit firm. Next Mr. Doucet questioned, Audio Recordings line item increasing it from \$20,000 to \$30,000. Ms. Guidry answered how today people are utilizing more “Book on CD’s” and we’ve also increased our Video Recording line item just for the same reason that more people are coming to the library requesting these resources. A motion was made by Ms. Fossum, seconded by Mr. Hebert to accept the 2011 Budget. The motion carried unanimously.

**Item #3 Discussion of approval of Microsoft Office 2010:**

Ms. LeBouef explained to the board how currently Lafourche Parish Public Library holds licenses for Microsoft Office 2003 on 35 computers. Updating to Microsoft Office 2010 and expanding the licenses to 200 computers is needed. Presently we are looking at State Contract prices of about \$15,000.00 for the upgrade and we’ve applied for a State-Aid grant which is estimated at \$13,000, so the library would cover the difference.

A motion was made by Mr. Clement, seconded by Ms. Fossum to purchase Microsoft Office 2010. The motion carried unanimously.

**Item #4 Discussion of Library Laws of Louisiana (25:211-25:223):**

Items #4 was postponed; to be placed on the next board’s agenda

**Old Business:**

Mr. Clement asked the Director if she had received any responses or updates from the District Attorney's office concerning the letter the board requested her to send about the expenses on the empty Daily Comet building. Ms. LeBouef answered, as of today, we have not gotten a response back from his office. Mr. Doucet suggested the board continue the constant pressure with letters to the District Attorney for the reason that this is getting things moving for the library system. In addition, he informed the board of the difficulties on selling of the Rosedown property because of a stipulation the legal advisor's office overlooked; therefore, this may be a legal issue. Ms. Shanklin questioned why someone didn't check into all the proper documents before moving forward on purchasing the Daily Comet building. Mr. Doucet commented that at tomorrow night's council meeting they were going into executive session on the property. After much discussion on this topic, no action was taken.

Mr. Doucet asked if any employees were having trouble being reimbursed for one-day travel. Ms. LeBouef responded by saying, we follow the State Travel Policy and it states that the Supervisor has the authority to make a decision for one day travel. I had two employees who spent about 10 hours shopping in New Orleans purchasing books and DVD's and their meal ticket was questioned and still has not been paid to these employees. After much discussion, Mr. Hebert suggested having a copy of the parish's travel policy and the State Travel Policy even though it clearly states that the Director shall have final authority to approve any and all travel reimbursements at the next board meeting.

Before adjourning, Ms. Shanklin complimented the South Lafourche branch which she recently visited and was very pleased with the branch. With no further business to discuss, a motion for adjournment was made by Mr. Hebert, seconded by Ms. Shanklin and carried unanimously. The Library Board of Control was adjourned at approximately 7:00 p.m.