

The Regular Meeting of the Library Board of Control was called to order on Monday, February 28, 2011 at 5:00 P. M. with the following:

PRESENT: Lynette Fossum
Harvey Clement
Eva Shanklin
Shane Hebert
Judy Babin-resigned
Rodney Doucet

ABSENT: Nicholas Cheramie
James Cantrelle

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

The Pledge of Allegiance was led by Mr. Hebert.

A motion to accept the agenda was made by Ms. Shanklin. Ms. Fossum asked that an amendment be added to the agenda to present Ms. Judy Babin a plaque for outstanding service. Ms. Fossum's amendment was seconded by Shane Hebert and carried unanimously.

A motion to accept the agenda was made by Ms. Fossum, as amended, seconded by Mr. Hebert and carried unanimously. The plaque was presented to Judy Babin by Vice-President Harvey Clement.

A motion to accept the minutes of the January 24, 2011, Regular Meeting was made by Ms. Fossum, seconded by Mr. Hebert and carried unanimously.

Public wishing to address the Board: None

Finance Report:

Ms. Guidry addressed the board by stating their packets contained financial statements for January 2011. In the January 2011 LAMP statement the library had received ad valorem taxes from December 2010 in the amount of \$3,281,079.48, which is the bulk of funds for library operations for the current year. The funds were placed in the LAMP account/library operations and the same method will be used as last year where the parish will draw the necessary funds to cover the payroll or accounts payable check runs; thus allowing unused funds to gain some interest for library funds. Also included are November and December 2010 financial statements. The library did finish out the year within the surplus that was projected at the October meeting.

A motion was made by Ms. Fossum, seconded by Ms. Shanklin to accept the Finance Report. The motion carried unanimously.

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

- Library Statistics: Statistics for the month of January and 2010 Statistics
- Headquarters: met with Andy Positery of Duplantis Design and Traci LaMoyne of LaMoyne Design Associates, Inc., Registered Interior Designer to review blueprints for the Thibodaux Library; Books-a-Million book buying trip to Houma on February 8; staff attended Staff Day in Port Allen on February 9; held Administrative meeting on February 14; staff attended State

Library Workshops for Summer Reading Program February 14-16; met with Louisiana Spirit to plan a children's program on Health; attended Staff Day in Lafayette on February 22; attended Chamber of Commerce Luncheon with guest speaker John Kennedy; Cheramie Lawn Care company will do a spring planting and enhancing at all branches; Prime Time in March at South Lafourche Branch

- Technology: have had several meetings with AT&T for Metro-E upgrades
- Staffing: Hired Shaleah Thompson PT and Rontrone Woods FT, both for the Thibodaux Branch.
- 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: Babysitting Training Workshop on February 9 at 4:30; Choctaw: Adult Valentine Bingo on February 4 at 10:00; Golden Meadow: Bubble Gum Day on February 4; Larose: Wii bowling for seniors on February 21 at 10:00; Lockport: Preschool Valentine Storytime on February 10 at 10:30; Raceland: Tweens "Frame of Love" Valentines on February 10 at 4:30; South Lafourche: Mardi Gras Play on February 19 at 2:00; Thibodaux: Laptine Storytimes on February 3 at 10:30
- Mardi Gras Parades: Thibodaux: "Krewe of Bookworms" parade will roll on March 2 at 10:00 at the Harang Auditorium; Lockport: "Krewe of Once Upon a Time" will roll on March 3 at 10:30 at the Town of Lockport bayou side park if weather permits; South Lafourche: "Des Petites Enfants" will roll on March 4 at 10:00 at the South Lafourche Branch.
- Ms. Shanklin questioned managers being moved from branch to branch. Ms. LeBouef explained by referring to Human Resource policy 2.07. It states, "under special circumstances, transfers or reassignment may become necessary". She continued by stating there are two staff members on maternity leave and one that is not able to work on a regular basis, so a temporary shifting was made due to a lack of substitutes. The discussion was terminated due to HIPAA and privacy laws.

A motion was made by Mr. Hebert, seconded by Ms. Fossum to accept the Director's Report. The motion carried unanimously.

New Business:

Item #1 Discussion of blueprints for Thibodaux Library:

Some discussion took place regarding the preliminary blueprints for the future Thibodaux library supplied by Duplantis Design. The plans were included in the board packets but were only of the first floor. Duplantis Design will be meeting with the fire marshal to clarify some issues before moving forward with the mezzanine.

Item #2 Discussion and approval to cancel March 28th Library Board of Control Meeting:

Ms. LeBouef explained to the board that the Louisiana Library Association Conference will be taking place in Lafayette and would like to cancel the March board meeting in order to be able to attend the conference along with interested trustees.

A motion was made by Ms. Fossum, seconded by Ms. Shanklin to cancel March 28th Library Board of Control Meeting. The motion carried unanimously.

Item #3 Review of the Library Statistics:

Ms. LeBouef supplied a color chart showing the library statistics to the board members displaying an overall increase of usage of our libraries. Electronic resources have had a 26% increase in computer usage and a 344% increase in database usage. Also of special interest, our inter library loan service loans out more than we borrow.

Item #4 Discussion and approval of 2011 millage rates:

Ms. LeBouef explained, every year we send our vote to the parish council contacting the parish assessor to request that millages levied for the library at the rate of 1.65, 4.06 and .97 (Drainage, Health, Library: 18% of 5.41)

A motion was made by Ms. Fossum, seconded by Mr. Hebert to accept the 2011 millage rates with February 28, 2011 date added to the signed document. The motion carried unanimously.

Ms. LeBouef recognized Ms. Glenda Washington with Volunteer Income Tax Assistance (VITA) stating she oversees a program that assists the community with their 2010 tax preparation at our local libraries. Glenda stated, "As of today, we have served over 300 people with their taxes and we really appreciate the Library Board and Ms. LeBouef for allowing VITA to come into the libraries to assist the community."

Ms. Shanklin reported a strong sewage odor at the Raceland Branch. Ms. LeBouef explained that she is aware of the problem and has attempted to remedy it. She concluded by stating our building manager will check further into this matter. Councilmen Doucet suggested that the library contact the Lafourche Parish maintenance manager for help with this issue.

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