

January 28, 2008
Lockport, Louisiana

State of Louisiana
Parish of Lafourche

The Regular Meeting of the Library Board of Control was called to order at 5:00 p.m. with the following:

PRESENT: Judy Babin
John Brandon
Mary Gayle Bryant
James Cantrelle
Sharleen Hotard

ABSENT: Lynette Fossum
Michael Matherne
Nicholas Cheramie

Also present were Mr. Paul Chiquet, Interim Director, and Ms. Stacey Guidry, Finance Manager.

The Pledge of Allegiance was led by Ms. Bryant.

Ms. Babin made a motion to adopt the agenda, which was seconded by Ms. Hotard and carried.

A motion was made by Ms. Babin, seconded by Mr. Brandon, to approve the minutes of the meeting of November 26, 2007. A motion to amend said minutes was made by Ms. Hotard, seconded by Mr. Brandon and carried to duly record the election process to denote that the vote for President and Vice President was unanimous.

It was moved by Ms. Hotard and seconded by Ms. Bryant to accept the minutes of the Special Meeting of December 17, 2007 as recorded. A vote to leave the minutes as presented, without change, was unanimous.

Mr. Chiquet gave the Director's Report. He reported that he had just received from the Sheriff's Department a check from ad valorem taxes in the amount of \$2,410,727; a check from Lafourche Parish Government for shared ad valorem taxes from the drainage and health unit funds in the amount of \$392,885; and from the Sheriff's Department, State revenue sharing in the amount of \$36,717.10. Included in the Board members' packets was a listing of new Board members, which includes Mr. Nicholas Cheramie; Parish Council resolutions 07293 and 07374; a resolution concerning rainy days for the Larose Branch; pictures of the Larose Library; Jay Caillouet's invoicing correspondence

and building costs for Larose, Lockport and Thibodaux; grant from the John and Clara Brady Foundation for the Golden Meadow Historical Center, with press releases; a report on the missing inventory valued at \$12,000, which is now under investigation by the Sheriff's Office; Mr. Chiquet's letter requesting rainy days for December; and library statistics for 2007.

Mr. Chiquet then read a letter from the Parish Council requesting the transfer of those funds included in the Council's budget but designated for the Larose, Lockport and Thibodaux libraries in accordance with a 2007 ordinance establishing a budget for each of the three projects. Discussion followed as to the amounts requested; securing those funds from the respective library accounts; the method of payment; and seeking the return of any interest to the Library that might have accrued. Ms. Hotard requested that a reading of the ordinance be made for clarification and to insure that its phrasing is being strictly followed.

Ms. Guidry gave the finance report and included in the Board members' packets the financial statements for November and year-end December, 2007 and account information for November and December Capital One accounts and LAMP. She led a discussion on the placement of the ad valorem funds just received and presently in the checking account. Citing the volatility of the market and low interest rates, her recommendation was to invest the funds with Capital One at 2.75% for ninety days and revisit the situation at that point. After much discussion on the pros and cons of various options, a motion was made by Ms. Babin, and seconded by Mr. Brandon, to invest \$2 million at Capital One for ninety days and \$800,000 in LAMP. A roll call vote was unanimous in its approval. The auditors have started on the audit. A motion made by Ms. Bryant and seconded by Ms. Hotard to approve the Financial Report was passed unanimously.

There was no architect's report, as Jay Caillouet had a previous appointment. He did send the revised Lockport plans. Discussion commenced regarding discrepancies between what had been requested of Mr. Caillouet by Board membership and what he did and did not include in plans in response. Ms. Hotard asked Mr. Cantrelle if he would make an appearance before the Parish Council and state the reasons why the Board is rejecting Mr. Caillouet's plans: his plans included items that were not authorized, and the Board should not have to pay for what was not authorized. She so moved; it was seconded by Ms. Bryant and passed unanimously.

Mr. Chiquet spoke then and recounted recent conversations he has had with Angela Rathle, Supervisory Park Ranger of the Jean Lafitte National Historical Park and Preserve Wetlands Acadian Cultural Center, Jay Caillouet, Mitch Landrieu and others that call into question the Parish Council's intentions regarding the construction of the Thibodaux library. He strongly advised that the new Director remain focused on this situation.

Mr. Chiquet continued with a discussion of the new director's salary. It was his advice that a starting salary of \$50,000 for a fully-qualified applicant would be

appropriate for a library system this size. Discussion continued and then ended with a motion from Mr. Brandon and second from Ms. Hotard that a qualified person is given \$50,000 and a person who is not fully-qualified is given \$45,000 to start. It was approved unanimously.

The qualifications of those who had applied for the position of director were discussed, with reservations voiced concerning a lack of financial expertise in all. A topic of discussion was the Assistant Director position and qualifications that would be desirable for it. The floor was then opened for recommendations, and Mrs. Hotard responded with the name of Mrs. Susanna LeBouef as a motion. Seconded by Mr. Brandon, the floor was then opened for additional names -- there were none. Mrs. LeBouef was appointed for a six-month probationary period at a salary of \$50,000 as a fully-qualified candidate. The appointment was carried unanimously.

Mr. Chiquet then informed the Board that the budget for Complete Network Management, presently under Technology, must be moved to Professional Services. Also, a State grant of \$58,000 was locked in by Mr. Chiquet and unavailable for expenditure during 2007; however, those funds will now be available in 2008 and applied to computer expense under Technology for Lockport. Application has been made to the Lorio Foundation for an additional \$50,000 to fund computers for Thibodaux and will also be included under Technology. These budget changes will take place in October.

Mr. Cantrelle then introduced the topic of confirmation of staff appointments by the Board. Mr. Chiquet was able to provide information to the Board on its intent, and the subject will be re-introduced at the Board's next meeting.

Regarding new library construction, Mr. Chiquet spoke of a problem at Larose with a roof color chosen without proper authority. The new Lockport blueprints were made available for perusal.

Mr. Chiquet stated that the new Director will begin February 1; however, because it will take a week or so for the necessary financial documents to be completed enabling her to sign checks, he will continue to do so during that brief time. Also, he will so inform the unsuccessful candidates.

A baby announcement card from Lynette Fossum was read. In a letter addressed to Mr. Cantrelle and read to the Board, she casts her vote for Mrs. LeBouef.

A motion for adjournment was made by Mrs. Hotard, seconded by Mr. Brandon and carried unanimously. The Board meeting was adjourned at 6:15 p.m.

