

The Regular Meeting of the Library Board of Control was called to order on Monday, July 27, 2009 at 5:00 p.m. with the following:

PRESENT: James Cantrelle  
Harvey Clement  
Lynette Fossum  
Eva Shanklin  
Shane Hebert  
Rodney Doucet

ABSENT: Nicholas Cheramie  
Judy Babin

Also present were Ms. Susanna LeBouef, Director, Ms. Stacey Guidry, Finance Manager, Joel Doty-Parish Finance Director and Crystal Chiasson-Parish Administrator.

The Pledge of Allegiance was led by Mr. Clement.

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

A motion to accept the minutes from the June 22, 2009 meeting was made by Mr. Clement, seconded by Ms. Fossum and carried unanimously.

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

**Presentation on MOU by Angela Rathle from U.S. Park Services:**

Ms. Rathle handed out an updated version of the Memorandum of Understanding between The U.S. National Park Service, Lafourche Parish Government and Lafourche Parish Public Library. After much discussion concerning the MOU, a motion was made by Ms. Fossum, seconded by Mr. Hebert to have five days to read this document and to send suggestions or possible changes in verbiage to Ms. LeBouef so that she can prepare it for review by the District Attorney. The motion carried unanimously.

**Architect's report:** Not Present

**Finance Report:**

Ms. Guidry went over the financial report stating that the parish will adopt our budget at the July 28<sup>th</sup> Council meeting. Ms. Guidry also started working on the 2010 Budget to turn into the Parish by September. Mr. Doty addressed the board with questions he received from Mr. Clement. A motion was made by Ms. Fossum, seconded by Ms. Shanklin 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 June 2009 in packets
- Parish Council: Attended meeting with Parish Administration and Jay Caillouet concerning Invoice #014-all paper work for employees and timesheets presented in a timely manner, one employee was shorted 11.5 hours and other employees upset about AFLAC deductions without notification.
- Headquarters: Submitted letter to Jay Caillouet concerning punch list for Lockport; met with Carl Ekblad, Library Interior Inc. in Lockport concerning the changes to the plans; Moosa Mover's moved Lockport and also had the assistance from Major Marty Dufrene and the trustees; closed for Independence Day; held Administrator's Meeting on Monday, July 13 and started Monthly Staff Development meetings to review Policy and Procedures with Safety Training; met with Richard Young from State Library on IT issues
- Technology: Purchasing databases cut by State Library; applied for 2010 State Aid Grant-Early Literacy Software and Time Management applications for Public Access Computers.
- Staffing: New Hire-Maria Mendieta-Youth Services & South Lafourche; transferred Adrienne Martinez- Acquisitions & ILL (recruited from in-house advertising)
- Press Releases: Enclosed are articles sent to the newspapers informing the public on what is new with, and programs being presented through, the Library; Radio Spot-Heather LaGrange
- Programs/Displays: All branches-Hurricane Maps available at all branches
- Summer Reading Program: Johnette Downing performed July 21 & July 22
- Closing program for Summer Reading: Bayou Blue-Harvey Rabbit & Friends to perform; Larose & Choctaw-Magic Shows; South Lafourche- Storytime; Thibodaux-Puppet Show; Raceland & Lockport: SRP Celebration; Golden Meadow: 3 days of closing events

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

**New Business:**

**Item #1 Discussion of Lee Mitchell's request:**

Some discussion took place over Mr. Mitchell's concerns about installing a bathroom partition in Raceland for privacy. A motion was made by Ms. Fossum, seconded by Mr. Clement to send a letter stating the Men's Restroom in Raceland has been designed for one-person occupancy and Handicap Accessibility. A partition cannot be installed and recommend for ones own privacy to lock the restroom door. The motion carried unanimously.

Other concerns from Mr. Mitchell were discussion between the members about magazine selection in the branches. Ms. LeBouef explained that the branches receive 75% of the magazines he was requesting.

**Item #2-Schedule a Finance Committee Meeting:**

The Board discussed Committee Appointment changes and scheduled a Finance Committee meeting for Thursday, July 30, 2009 at Headquarters in Thibodaux located at 303 West Fifth Street at 5:00p.m.

**Item #3-Schedule a By-Laws Committee meeting:**

The Board discussed Committee Appointment changes and will schedule a meeting soon.

**Old Business:**

Ms. Fossum complimented to Ms. LeBouef on the color choices made for the New Lockport Library; that they have a bright and happy presences to the building. Ms. LeBouef appreciated the comment and told the members that September 1 would be the target date to open the branch up to the public.

With no further business to discuss, a motion for adjournment was made by Ms. Fossum, seconded by Mr. Clement, and carried unanimously. The Library Board of Control was adjourned at approximately 7:00pm.