

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

PRESENT: Judy Babin
Harvey Clement
Lynette Fossum
Eva Shanklin
Nicholas Cheramie

ABSENT: James Cantrelle
Shane Hebert
Rodney Doucet

Also present were Ms. Susanna LeBouef, Director.

The Pledge of Allegiance was said in unison by the Board.

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

A motion to accept the minutes from the April 27, 2009 meeting was made by Ms. Babin, seconded by Mr. Clement and carried unanimously.

Public wishing to address the Board-None

Architect's report:

Mr. Caillouet updated the board on the new Lockport Branch with the following:

- Walk-through with the State Fire Marshall within the next couple of weeks
- Substantial completion following
- Continuing working with BETCO regarding the change order for the drainage ditch in the front of the building to install culverts. He stated he had issues with the change order that being with the civil engineer's report. Ms. LeBouef explained that the library received approval from the state, securing the necessary permits and faxed the information to BETCO.
- Working with BETCO on power and prices for the sign

Ms. LeBouef reviewed the architect invoice No. 013 dated April 2, 2009, for the Thibodaux project, which shows Building Construction Cost at \$2,800,000.00 at 80% complete. The Parish Council called a halt to the project on April 14, 2009. Invoice No.

014 dated April 15, 2009 shows Building Construction Cost at \$4,692,000.00 with a 90% completion done. How is this possible in 12 days?

Mr. Caillouet explained, when going out to bid we use the lowest bonafide bid of a project, everything is adjusted to that amount. What is presented here, in the invoice you see is the adjustment because we don't adjust it every month. Ms. LeBouef questioned Mr. Caillouet, because we didn't go to bid and you were told to "Stop" how can you adjust something when you were still drawing and not out to bid?

Mr. Caillouet explained at the January 26 meeting with the Library Board of Control and the January 27 meeting with the council they were presented was a cost comparable list for a new library. At the end, it shows what it would cost for the Lafourche Parish Library based upon their instructions to build a 23,000 square foot building. There was also the second level which was approximately 7000 square foot, for a total construction cost of anywhere to \$5,120,000 to low bid of \$4,867,000. The parish council gave me this note to proceed into the construction documents phase. The reason for the bump, the 4.6 on invoice No. 014 is the lowest estimate that we would be paid on. However, if the budget would have stayed at \$2.8 million then we could have never designed a 23,000 square foot building with an upstairs.

Ms. Shanklin explained that the different committees should have been meeting instead of the full board so that the council couldn't tell the board what will be built for Thibodaux. Mr. Caillouet stated how he doesn't know the status on the Thibodaux project with the purchase of the building because he knows that there are some situations with the building. However, until asked to address the issues, he wished they would call before they would buy the building. Ms. Shanklin stated how the council has asked Mr. Caillouet to stop the project on April 15 and submit all of the invoices. Mr. Caillouet agreed with Ms. Shanklin but corrected her by saying that he is still not out of his contract. Mr. Caillouet stated, "do not underestimate anything Ms. Shanklin because anything can happen and it's looks like they're taken it to the next level and may be purchasing the Daily Comet building".

After much discussion the board moved forward with the agenda. A motion was made by Ms. Babin, seconded by Ms. Shanklin to accept the Architect's report. The motion was carried unanimously.

Finance Report:

Ms. LeBouef gave the financial report in Ms. Guidry's absence. The Parish has been working with Stacey since taking over the funds. The financial statements will be something similar to our reports that you receive in the packets. In addition, Ms. LeBouef informed the board at the final review of the audit, an internal weakness was reported for documents on state contract bidding on purchases for computers. With no questions from the board, a motion was made by Ms. Babin, 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 April 2009 in packets
- Parish Council: Attended Parish Council Meeting to present the 2008 Library Annual Report
- Headquarters: Contacted the D.A.'s office concerning recruitment; contacted the D.A.'s office concerning the MOU with Park Service; held Administration Meeting on May 11; reviewing Emergency Preparedness Policy and updating employee contact information; held Monthly Safety Training Workshop for all employees; Stacey and Regina attended millage workshop at Nicholls; attended school librarians conference at South Lafourche High School; Mr. Paul Chiquet, honored as Library System's Employee of the Year Nominee by the Chamber of Lafourche and Bayou Region.
- Technology: AT&T installing Broadband Metro-E
- Staffing: No New Hires
- 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: all branches-National Volunteer Week and getting geared up for Summer Programs, Larose: Local Artist Display and South Lafourche: host to Mother's Day Tea Party

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

New Business:

Item #1 Discussion & approval on email concerning Lockport:

A motion was made by Ms. Babin, seconded by Mr. Clement to discuss Item #1 on the agenda. A short discussion took place concerning the email that was read at the last board meeting. A letter sent by Mr. Craig Rogers was read in refutation of the anonymous email. The board took no action.

Item #2-Discussion & approval of Architect, J. Caillouet invoices:

A motion was made by Ms. Babin, seconded by Mr. Clement to discuss Item #2 on the agenda. LeBouef and other members expressed their concerns of Mr. Caillouet's invoices #013 & #014. After much discussion, the board took no action.

Item #3-Discussion & approval on the District Attorney's letter on following procedures:

A motion was made by Ms. Babin, seconded by Mr. Clement to discuss Item # 3 on the agenda. Mr. Clement explained the outlines from the District Attorney's letter concerning the Thibodaux Project. After some discussion, the board took no action.

Item # 4-Discussion & approval the Conflict of interest & ethical obligations (annual review):

A motion was made by Ms. Babin, seconded by Mr. Cheramie to discuss Item #4 on the agenda. Ms. LeBouef explained the annual review policy for the board members to sign the conflict of interest & ethical obligation form that is filed with the director. The board members complied.

Item # 5- Discussion & approval recruitment procedures (S. LeBouef)

A motion was made by Ms. Babin, seconded by Mr. Clement to discuss Item # 5 on the agenda. Ms. LeBouef explained how recruitment procedures take place at all of our branch libraries. Suggestions were made by the board to add signage at all of the branches on the available jobs along with adding "Equal Opportunity Employment". A motion was made by Ms. Babin, seconded by Mr. Clement, with an amended change by adding "Equal Opportunity Employment" and signs in the library stating current jobs that are available. The motion carried unanimously.

Under Old Business:

A discussion took place by the board members on the (MOU) Memorandum of Understanding between the Jean Lafitte National Park Service and the Library. The Wetlands Director, Angela Rathle was invited to give a presentation to Library Board of Control but due to a scheduling conflict, she was unable to attend the meeting and therefore she had to cancel.

Ms. Shanklin explained how she received a letter from the parish, to inform her of her time expiring as a board member. Ms. Shanklin informed the board she will not reapply and contacted her councilman, Mr. Jerry Jones on not reapplying to stay on the board.

With no further business to discuss, a motion for adjournment was made by Ms. Babin, seconded by Mr. Clement, and carried unanimously. The Library Board of Control was adjourned at approximately 7:25pm.