

State of Louisiana  
Parish of Lafourche

April 22, 2013  
Lockport, Louisiana

The Regular Meeting of the Library Board of Control was called to order on Monday, April 22, 2013 at 5:00pm with the following:

PRESENT:    Lynette Fossum  
              Harvey Clement  
              Bennie Smith  
              Eva Shanklin  
              Judy Bazare

ABSENT:    Shane Hebert  
              Selma Malcombe

Also present were Ms. Sherry Lucas, Finance Manager and Ms. Regina Lauland, Interim Director.

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

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

A motion to accept the minutes of the February 25, 2013 regular meeting was made by Ms. Smith, seconded by Mr. Clement and carried unanimously.

Public wishing to address the Board:

Mr. Paul Chiquet, Branch Administrator, addressed the Board concerning an issue brought to his attention regarding the May 17, 2013 closure of the Jean Lafitte National Park Service building. Our Lafourche Parish Public Library Headquarters staff is currently housed in the Jean Lafitte National Park Service building, so this creates a problem for our 13 employee's working in that building. Headquarters provides the daily functions of all our libraries, and I'm coming to the Board to help secure our Headquarters. Our Interim Director, Regina Lauland was verbally told by park officials that on Friday, May 17, 2013 the Jean Lafitte building will be closing for an all staff meeting out of town and the building would be closed to our Headquarters staff. After much talk the Board decided to add this to the agenda, for emergency action in securing access for Headquarters staff and for general public visiting the Headquarters location.

A motion was made by Ms. Smith, seconded by Ms. Shanklin to add Item #3 to the agenda as an amendment to discuss and decide what current action the Board needs to take concerning any closures of the Jean Lafitte National Park Service building that affect Headquarters staff housed there. A vote was taken: Mr. Clement-yea, Ms Fossum-yea, Ms Shanklin-yea, Ms Smith-yea and Ms Bazare-yea, with 100 % vote the motion passed unanimously.

Finance Report:

Available in your packet is the March balance sheet, ending the month with approximately \$11,684,391. Our balance today is \$11,513,640, and there's nothing out of the ordinary on the March expense report. Our Year-to-Date report for the 1<sup>st</sup> quarter of 2013 is included and shows how we are on track with the budget. Regarding the March LAMP and Bank Statements, on the Thibodaux Capital Brokerage statement you will see that the Parish finally made a correction to this account balance by paying back what was used out of the operations account in 2011 and 2012 in error. The balance shows \$435K, but please be aware that we are waiting for one additional correction to this balance. There was approx. \$31K paid out of operations in 2013 that should have come out of the Thibodaux Capital funds. So, the balance should be approx. \$404K. This is what we have left to go toward a new Thibodaux Branch roof. We do not know the roof cost yet. Of note, we have completed the application for the 2013 E-Rate funding year. We have requested approximately \$200K in bill credits for our annual telecom and internet costs.

With no other business a motion was made by Mr. Clement, seconded by Ms. Smith, to accept the Finance Report. The motion carried unanimously.

Interim Director Report:

- Headquarters: Managing the daily operations of the system; attended Administrative meeting on April 12; staff have completed the 2013 Louisiana Ethics Training; provided in your packets is Financial Disclosure to be filled out by May 15; Choctaw Primetime has ended and was a success
- Technology: replacing two servers one at Headquarters and one at South Lafourche
- Press Releases: Enclosed are articles sent to the newspapers informing the public on what is new with, and programs being presented through the Library

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

New Business:

Item #1 Discussion and approval of changing location of the board meetings:

A motion was made by Mr. Clement, for board members to look at our remaining calendar to visit our different branches for our monthly meetings. Motion failed without a second.

Item #2 Discussion and approval of scheduling the meeting to evaluate Director Applications:

Ms. Bennie scheduled the next Director Search Committee meeting on Friday, May 3, 2013 at Library Headquarters building at 1:00pm.

Item #3 Discussion and what current action the board needs to take concerning the possibilities of the closing of the Jean Lafitte building that house Headquarters staff for Lafourche Parish Public Library:

A motion was made by Mr. Clement, seconded by Ms. Smith, that in the event that Friday, May 17 the Jean Lafitte National Park Service closes the building, our current Headquarters staff would be reassigned to different library locations to work their regular hours. Motion carried unanimously.

Ms. Fossum is asking for total support from the entire Board on assisting her on sending some type of communications letter to our District Attorney's office, Parish Government and maybe our councilmen concerning staff and public being locked out of Headquarters building. Ms. Fossum stated, last year, Parish government asked us to consolidate our 3 buildings in Thibodaux, so Headquarters moved to Jean Lafitte National Park Service and now we've been notified that on Friday, May 17 we're being locked out of the building.

A motion was made by Ms. Smith, seconded by Ms. Shanklin, to send a communication letter to Honorable Camille Morvant, Lafourche Parish District Attorney, on the legalities of the Lafourche Parish Public Library Headquarters staff and general visiting public being forced out of the Jean Lafitte National Park Service Building other than for a National Disaster.

Ms. Smith suggested the board look into renovating Headquarters to provide independent access to the building in the event of future closures by the Jean Lafitte National Park Service.

Old Business:

Mr. Clement asked Mr. Caillouet, Parish liaison, on updates to Lockport sidewalks and Thibodaux's new roof status. Mr. Caillouet agreed to get some type of update for the Board.

With no further business to discuss, a motion for adjournment was made by Ms. Smith, seconded by Ms. Shanklin and carried unanimously. The Library Board of Control was adjourned at approximately 6:40 P. M.