

The Regular Meeting of the Library Board of Control was called to order on Monday, August 26, 2024 at 5:00 pm with the following:

PRESENT: Bennie Smith, President
Courtney Hubbell, Vice-President
Tonya Hearn (entered at 5:06)
Ruby LeBlanc
Archie Chaisson, Parish President & Library Liaison

ABSENT: Francine Middleton
Lauren Bordelon
Carolyn Soley

Also present in the meeting: Laura Sanders, Library Director; Sherry Lucas, Finance/HR/Operations Manager; and Dana Clement, Administrative Assistant for the Library.

Ms. Smith stated after roll call, "We have a quorum and can move forward with our meeting."

The Pledge of Allegiance was recited together.

A motion to accept the LBC agenda was made by Mrs. Hubbell, seconded by Mrs. LeBlanc, and carried unanimously.

A motion to accept the minutes of the January 22, 2024 Regular Meeting was made by Mrs. Hearn, seconded by Mrs. Hubbell, and carried unanimously.

A motion to accept the minutes of the April 15, 2024 Finance Committee Meeting was made by Mrs. Hubbell, seconded by Mrs. LeBlanc and carried unanimously.

A motion to accept the minutes of the April 15, 2024 Special Meeting was made by Mrs. LeBlanc, seconded by Mrs. Hubbell and carried unanimously.

Public Wishing to Address the Board: N/A

Finance Report:

Mrs. Lucas reported that our fund balance at the end of July was \$4.9 million and today is at \$4.6 million. Mrs. Lucas informed the Board, "we were approved for \$51,062 in internet discounts from Erate for the funding year that began July 1." Mrs. Lucas noted that Parish Finance took a Supplemental Appropriation to Council with the approved amendments to the 2024 Library Budget, "not because we increased planned expenditures, but because we made adjustments to the revenue section of our budget." Mr. Lucas explained that the Council item included changes for other Parish departments as well and would be up for vote on Tuesday, August 27, 2024. Mrs. Lucas reported that the Thibodaux Fire Pump Replacement Project was budgeted at \$130,000, but the final bid was \$85,995 plus professional fees of \$10,865, totaling \$96,860. "We still have unfinished punch list items preventing the payout of the remaining \$37,682." With no other discussions a motion was made by Mrs. Hubbell, seconded by Mrs. LeBlanc, to accept the Finance Report. The motion carried unanimously.

Director Report:

Mrs. Sanders reported managing the daily operations of the library system and attended quite a few meetings in the last few months. Mrs. Sanders stated, "Summer Experience was a huge success, with many thanks to COYC, Harang Auditorium, Lockport Recreation Center, American Legion, Larose Civic Center, and Jean Lafitte National Park for allowing us to host our bigger events at their sites. We have an amazing, hard-working staff who were able to provide another awesome summer to our community." Mrs. Sanders continued with branch updates: "The South Lafourche Library Restoration Project bid opening is Thursday, August 29, the project will take 365-days. The future site of the new Golden Meadow Branch is in the electrical permitting process and Wi-Fi will be provided at the request of Golden Meadow citizens. Thibodaux Branch still has a roof leak at the addition connection and the library recently had to deal with an emergency repair to its sprinkler system unrelated to the Fire Pump Replacement Project". A motion was made by Mrs. Hubbell, seconded Mrs. Hearn, to accept the Director Report. The motion carried unanimously.

New Business:

1. Discussion and approval of 2024 LPPL Millage with recommendation to the Council: Mrs. Sanders provided a handout to the Board on the different options for the 2024 millage rates now that reassessment is complete. After much discussion regarding the significant expenditures following Hurricane Ida, the pending costs of the upcoming library restoration projects, the lack of insurance proceeds to fully fund those projects, and the rampant inflation, a motion was made by Ms. Smith, seconded by Mrs. Hubbell, to approve sending a letter to the Parish Council requesting to maintain the Library millage at the reassessed values of 4.110 (#1047-017) and 1.670 (#1047-014). A roll call vote was taken: Ms. Smith yes, Mrs. Hubbell yes, Mrs. Bordelon absent, Mrs. Hearn yes, Mrs. LeBlanc yes, Mrs. Middleton absent, and Mrs. Soley absent. The motion carried 4-0-3.
2. Discussion and approval of annual computer/peripheral components purchases for lab upgrades: Mrs. Sanders stated, "These are for our annual computer lab upgrades. We are somewhat behind on our replacement schedule due to COVID and then Hurricane Ida. The lowest quote was from GovConnection, Inc at \$57,157.00 for all-in one computers." Mrs. Sanders noted to the Board that purchases under \$60,000 no longer need to go to the Council for approval, due to changes in the Parish Purchasing Policy. A motion was made by Mrs. LeBlanc, seconded by Mrs. Hubbell, to accept the GovConnection, Inc quote of \$57,157.00 for the proposed purchase of computers for lab upgrades. A roll call vote was taken: Ms. Smith yes, Mrs. Hubbell yes, Mrs. Bordelon absent, Mrs. Hearn yes, Mrs. LeBlanc yes, Mrs. Middleton absent, and Mrs. Soley absent. The motion carried 4-0-3.
3. Discussion and approval of changes made to the LPPL Board of Control Bylaws: Mrs. Sanders indicated, "We have a few updates to the Board Bylaws to reflect changes in the Parish Purchasing Policy and to make some housekeeping updates." The Board then reviewed updates to general purchasing with Director approval on expenditures under \$25,000, Board approval on expenditures over \$25,000, and both Board & Parish Council approval on capital expenditures over \$60,000. Further updates were discussed related to open committee meetings, meeting notices, the format of the speaker card, and the wording used in the public forum section. A motion was made by Mrs. Hubbell, seconded by Mrs. LeBlanc, to accept the changes made to the LPPL Board of Control Bylaws. The motion carried unanimously.

With no further business to discuss, a motion for adjournment was made by Mrs. Hubbell, seconded by Mrs. LeBlanc, and carried unanimously. The Library Board of Control was adjourned at approximately 5:30pm.