State of Louisiana **Draft sent to Parish 8/25/2015** August 24, 2015

Parish of Lafourche Lockport, Louisiana

The regular meeting of the Library Board of Control was called to order on Monday, August 24, 2015 at 5:30pm with the following:

PRESENT: Bennie Smith

 Harvey Clement

 Judy Bazare

 Lonnie Granier

ABSENT: Selma Malcombe

 Suzanne Troxclair

 Angelique Torres

 John Arnold, Liaison

Also present were Mrs. Laura Sanders, Director, Mrs. Sherry Lucas, Finance Manager, Mr. Paul Chiquet, Branch Administrator, and Mrs. Dana Clement, Administrative Assistant.

The Pledge of Allegiance was led by Mr. Granier.

Upon a motion made by Mr. Clement and seconded by Mrs. Bazare, the minutes of the Monday, July 27, 2015 Library Board of Control regular meeting were approved and carried unanimously.

Public Wishing to Address the Board: No public present wishing to address the Board.

A motion was made by Mrs. Bazare and seconded by Mr. Clement to deviate from the original agenda order and go to New Business Item 1, Discussion and presentation from Wendy Thibodeaux, Lafourche Parish Assessor, regarding millage process. The motion carried unanimously. Mrs. Thibodeaux gave a demonstration on the breakdown of the Lafourche tax base and a brief discussion followed. Upon a motion made by Mr. Granier and seconded by Mrs. Bazare, the Board returned to the original agenda.

Finance Report: Mrs. Lucas reported we ended July with approximately $10.9 million and our balance today is approximately $10.75 million. There have been no new expenditures on the Thibodaux HVAC project. Our expenses to date are still $35,813. Upon a motion made by Mr. Granier and seconded by Mr. Clement, the Library Board of Control accepted the Finance Report. The motion carried unanimously.

Director’s Report: Mrs. Sanders reported managing the daily operations of the library system; met with Gary Foret, Smart 911 Facility, and set-up all libraries for the new 911 system. Attended Parish Council meeting on Aug 11 and presented 2014 Annual Report; waiting for amended ordinance allowing travel reimbursement for Boards to be signed. Our Summer Reading Program was a huge success and we want to thank our wonderful community and staff. Recently State Library announced we’ll have to pay $7,133.37 for state-provided databases beginning in January. Upon a motion made by Mr. Granier and seconded by Mrs. Bazare, the Library Board of Control accepted the Director’s Report. The motion carried unanimously.

Unfinished Business:

1. Discussion and approval of generator for Thibodaux server room: Mrs. Sanders explained this generator is for the Thibodaux server room which is the host site for the Library’s switched Ethernet service, email and library automation system servers. A power outage in Thibodaux results in loss of access to all branches. There are already sufficient funds in the budget to cover this expense. After some discussion, a motion was made by Mr. Granier and seconded by Mr. Clement to recommend Comeaux’s Plumbing & Repair, LLC as the lowest quote in the amount of $23,595.40 to install a 22kw 3-phase 208 volt generator for the Thibodaux Branch Library server room. The motion carried unanimously.

New Business:

2. Discussion and approval to add an additional $100,000 to the HVAC project: Mrs. Sanders explained this project is in need of additional funds as a result of all bidding coming in well over project estimates. It is recommended by the project’s engineers that the budget be increased to accept the lowest total bid on the full project and allow for a contingency. The funds could come out of the $200,000 already budgeted by the Library for Building Improvements. Upon a motion made by Mr. Granier and seconded by Mr. Clement the Board approved adding an additional $100,000 to the Thibodaux Branch HVAC Project. The motion carried unanimously.

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