

Ascension Parish Library
Special Meeting of the Library Board of Control
Wednesday, January 30, 2019, 4:00 PM, Dutchtown

- In attendance were Lauthaught Delaney, Sr., Charles “Jay” Lemann, Jr., R. Ryland Percy, III, Sandra Scallan, Henry Schexnayder, III, Angelle Deshautelles, Larie Myers, John Stelly, and Joyce Sigler. Lisa Bacala, Teri Casso, and Donna Whittington were absent.
- Ms. Carrie Goodall was introduced to the Library Board. A brief tour of the library was given to the Board.
- The meeting was called to order at 4:30 pm.
- **On motion by Charles “Jay” Lemann, Jr., seconded by Lauthaught Delaney, Sr., the minutes for December 5, 2018, December 14, 2018, and January 16, 2019 were approved.**
- **On motion by Lauthaught Delaney, Sr., seconded by R. Ryland Percy, III, the public comment period was opened.** No public were present to speak. **On motion by Sandy Scallan, seconded by Charles “Jay” Lemann, Jr., the public comment period was closed.**
- The Community Coordinator’s report was given. Discussion included the Friends Group meeting to take place at 6:00 pm. Joyce Sigler left the meeting after her report so she could attend the Friends Group meeting.
- It was recommended that the outreach vehicle be listed as a separate budget line item and that the staff brainstorm places for the outreach vehicle to go. Also that the library list all locations that the outreach vehicle travels to in the monthly newsletter.
- The Library Director’s report was given. Deshautelles reminded the Library Board of the state procedures for completing a test on sexual harassment and the certification process to verify and individual completed the procedure.
- Old business:

Henry J. Schexnayder, III had a meeting with Jacob Waguespack about the finance committee. A general list of items to monitor, as well as a breakdown of uses for a “rainy day” fund [HVAC, building repair, automation upgrades, etc.] and how this could affect the millage. Schexnayder asked the Board to think about no reduction in millage to pay off the bond.
- New Business:

RFP – Community library needs assessment. The RFP was discussed with a few edits made to the document.

Strategic Initiatives Committee Updates

 1. Executive Committee: *Henry J. Schexnayder, III, Lisa Bacala, and Teri Casso (Board Officers):* Oversight of all committees
 2. Personnel Committee: Organization Issues, Library Director Recruitment, etc *Sandy Scallan, R. Ryland Percy, III, Donna Whittington, Lauthaught Delaney, Sr.*
 3. Finance Committee: Budget, etc. *Henry J. Schexnayder, III, R. Ryland Percy, III, Lauthaught Delaney, Sr., John Braud or Angelle Deshautelles.*
 4. Education/Friends of the Library: School/Friends Interface *Lisa Bacala, Donna Whittington, Sandy Scallan*

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5. Major Projects: D'ville Project, St. Amant Project, etc. *Teri Casso, Charles "Jay" Lemann, Jr., Lauthaught Delaney, Sr., Sandy Scallan.*

On motion by Lauthaught Delaney, Sr., seconded by R. Ryland Percy, III, the Strategic Initiatives Committee updates were approved.

Quarterly, annual, and five year statistics were reviewed. Deshautelles was asked to adjust the arrangement on the total number of current registered borrowers – adult, juvenile, then total.

The fourth quarter financials were reviewed and discussed.

The Annual Louisiana Compliance Questionnaire was reviewed. **On motion by R. Ryland Percy, III, seconded by Sandy Scallan, the Annual Louisiana Compliance Questionnaire was approved.**

The LLA Conference will take place March 13-15, 2019 in Baton Rouge. Delaney and Scallan expressed an interest in attending. The ALA conference will take place June 20-25, in Washington D.C. **On motion by Sandy Scallan, seconded by R. Ryland Percy, III, a motion was made to allot funds for the library to send staff to the conferences this year.**

Deshautelles will send an email to the library board for confirmation of attendance, meal selection, etc.

Future activity on the building program will begin again after the needs assessment is complete.

- Building and grounds included the recent work on the interior of the Dutchtown location. It was recommended that the trees on Mississippi St. in Donaldsonville be “lifted” to provide better visibility for drivers on Lessard St.
- A brief discussion about banning a patron from the library was held. It was recommended that the library contact Jeff Diez for legal information about banning individuals from the library. The problem patron manual policy will also be provided for review. Discussion was held about the rare occasion of the need to ban an individual from the library. These are indeed rare occasions. **On motion by R. Ryland Percy, III, seconded by Sandy Scallan, it was moved that attorney Jeff Diez examine the current problem patron policy to address the banning of individuals from the library.**
- **On motion by Sandy Scallan, seconded by Lauthaught Delaney, Sr., the meeting was adjourned.**

Angelle Deshautelles, Secretary

Henry J. Schexnayder, III, Chairman