

Ascension Parish Library
Regular Meeting of the Library Board of Control
Wednesday, October 26, 2016, 6:00 PM, Gonzales

In attendance were Cornell J. Bourgeois, Lauthaught Delaney, Sr., Kathy Lambert, Cathy Robertson, Sandra Scallan, Angelle Deshautelles, Larie Myers, and John Stelly. Kenny Matassa (ex officio) was absent.

Also present was Mr. Christopher Achee, Gonzales Branch Librarian, as a member of the public. Other than Mr. Achee, no other members of the public were present.

On motion by Cathy Robertson, seconded by Lauthaught Delaney, Sr., the meeting was called to order.

On motion by Cornell J. Bourgeois, seconded by Cathy Robertson, the public comment period was open. No members of the public were present to speak. **On motion by Lauthaught Delaney, Sr., seconded by Kathy Lambert, the public comment period was closed.**

On motion by Cornell J. Bourgeois, seconded by Lauthaught Delaney, Sr., the minutes of the previous meeting held on July 27, 2016 were approved.

Building program activity was reviewed. The Galvez location construction is proceeding in a timely fashion. Deshautelles presented three change orders from Stuart & Co. All three change orders were in reference to rainy day extensions. These were reviewed and approved by Mr. Henry Chauvin before being submitted to the library board. **On motion by Lauthaught Delaney, Sr., seconded by Cathy Robertson, change orders #1, #2, and #3 were approved as submitted.** Deshautelles informed the library board that she is seeking clarification as to which, if any, change orders should go before the parish council.

Quarterly statistical and financial reports were reviewed. Aspects of the statistical report were reviewed. Changes in the statistics are affected in the third quarter by the epic flooding, closures, and construction activities.

The 2016 amended maintenance and operations budget was reviewed and discussed. The amended 2016 construction fund budget was reviewed and discussed. **On motion by Cornell J. Bourgeois., seconded by Lauthaught Delaney, Sr., the Board approved the Ascension Parish Library Amended Operations and Maintenance Budget – Fiscal Year 2016 and the Ascension Parish Library Amended Construction Budget – Fiscal Year 2016.**

On motion by Cornell J. Bourgeois, seconded by Lauthaught Delaney, Sr., the public hearing for the proposed 2017 budgets was opened. No members of the public were present. The proposed 2017 budgets were discussed. Changes in assessment was shown due to the amount of damaged homes being reassessed after the floods. **On motion by Lauthaught Delaney, Sr., seconded by Kathy Lambert, the public hearing was closed.**

On motion by Cornell J. Bourgeois, seconded by Cathy Robertson, the Ascension Parish Library Operations and Maintenance Budget – Fiscal Year 2017 and the Ascension Parish Library Construction Budget – Fiscal Year 2017 were approved.

**Ascension Parish Library
Regular Meeting of the Library Board of Control
Wednesday, October 26, 2016, 6:00 PM, Gonzales**

Page 2

Deshautelles provided the board with updates on buildings and grounds: specifically – the efforts on the part of the library to work with the public, schools, etc. during the recovery process of the flooding. The library has waived fines, damages, etc. for any flood damaged materials, is faxing at no charge any information for the public [the library currently does not provide faxing for the public], is working to help accommodate meeting needs for the Dutchtown/St. Amant high schools, as well as other assistance needed. The library also paid for any flood damaged interlibrary loan books.

The finalized Study Room Policy and Meeting Room Policy were presented. Administration may need to “tweak” the study room policy during the one year pilot. Board agreed that this could be done. Administration would notify the Board of any changes. Also presented and discussed was a policy regarding breastfeeding in the library. This policy is based on the revised statutes of the state of Louisiana. **On motion by Kathy Lambert, seconded by Lauthaught Delaney, Sr., the Breastfeeding policy was approved.** Also discussed was the substance abuse policy that the library will implement. Administration is still working on this policy to insure a fair and equitable accounting of the employer/employee “rights”. Another policy that will be considered is a weapon free environment in the library.

The 2017 Library Board Meeting Schedule was provided. The 2017 Holiday schedule was reviewed.

Discussion was held concerning upcoming conferences; an increase in employee health insurance; meeting room questions; and patron issues.

On motion by Cornell J. Bourgeois, seconded by Lauthaught Delaney, Sr., the meeting was adjourned.

Angelle Deshautelles, Secretary

Sandra Scallan, Chairman