

Ascension Parish Library
Regular Meeting of the Library Board of Control
Wednesday, August 30, 2017, 6:00 PM, Gonzales

In attendance were Teri Casso (ex officio), Lauthaught Delaney, Sr., R. Ryland Percy, III, Sandra Scallan, Angelle Deshautelles, Larie Myers, and John Stelly. Also present were Lisa Bacala, Henry Schexnayder, III, Joyce Sigler, Chris Achee, Steve Jackson, and David Mougeot. Kathy Lambert and Cathy Robertson were absent.

On motion by Lauthaught Delaney, Sr., seconded by R. Ryland Percy, III, the minutes of the previous meeting held on July 26, 2017, were approved.

On motion by Lauthaught Delaney, Sr., seconded by Teri Casso, the Public Comment Period was opened. Mr. Steve Jackson and Mr. David Mougeot, architects, were signed up to speak. They wished to introduce themselves to the library board and expressed interest in the upcoming St. Amant library construction. After their discussion, Deshautelles distributed the building program document for St. Amant. Mr. Delaney mentioned and Deshautelles confirmed that the Donaldsonville renovation is scheduled to be examined for renovations. **On motion by Teri Casso, seconded by Lauthaught Delaney, Sr., the Public Comment Period was closed.**

Under old business the meeting of the St. Amant “sharing group” was reviewed. **On motion by R. Ryland Percy, III, seconded by Teri Casso, the Library Board approved the concept of pursuing the possibility of a shared property between the sheriff, fire department, parish, etc.**

Mr. Jackson left at this time.

Also reviewed under old business was the pay raises for 2018. A consensus was that a 2% raise for employees will be the norm for 2018, with adjustments made where warranted. The Library Board instructed Deshautelles to include the proposed raises in the upcoming 2018 operations and maintenance budget.

R. Ryland Percy, III stated that the sample statistics form he preferred was sample 2. He also asked the library provide information on programming such as location, type of program, and attendance.

Under new business the Strategic Initiatives Committee School System information was reviewed. A meeting was held between administration and Ms. Bacala on August 30th to review what is available at the library as far as career information and ACT, etc. training. Many avenues are available to examine in the partnership between library and school. Such items as “Ascension Reads or Ascension uses the library” were discussed.

Board Chairman’s report/items for discussion: Roberts Rules of Order points, Library Board information on the parish website needs correcting [Deshautelles sent the corrected information – she will confirm that it was received], Deshautelles is gathering director evaluations from other directors for the Library Board to review. Board chairman asked new Outreach Coordinator, Joyce Sigler, to contact folks with the digital billboard on Airline and explore options for public service announcements and report back to board. Also discussed was possibility of Joyce and interested board members meeting with Terrebonne Parish's Library Outreach Coordinator and/or director and exploring similar outreach efforts and experiences, as well as touring their facilities. Staff will coordinate dates.

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The updated Ascension Parish Library Board of Control By-Laws were discussed. **On motion by Lauthaught Delaney, Sr., seconded by Teri Casso, the following items were revised in the by-laws: Section 6. 1. The order of business at the regular meeting of the Board shall be:**

1. Call to order.
2. Adopt minutes of previous meetings.
3. Public Comment Period.
4. Statistical and financial reports. [quarterly]
5. Old Business:
6. New Business:
7. Board Chairman's report/items for discussion.
8. Building program – update/discussion [if applicable]
9. Building/Grounds – updates, review, etc.
10. Report of Library Director; activities/new forms/ programs/ etc.
11. Adjournment.

On motion by R. Ryland Percy, III, seconded by Teri Casso the following items were revised in the by-laws: A. Notices of all regular meetings shall be mailed or emailed by the Secretary to all members at least five days before the meeting date.

Mr. Mougeot left at this time.

Building/Ground update was provided: in Donaldsonville the jasmine will be trimmed back, the ceiling tiles will be rearranged to create a cleaner look; in Gonzales new leaks have occurred; letters were stolen and police report was filed [Gonzales rear entrance].

Building program information consisted of the document previously handed out and the anticipated completion of Galvez in the last quarter of 2017.

Potential funding increases in 2018 mentioned by Deshautelles included the Outreach Vehicle – 60,000 for maintenance and 20,000 [estimate] for insurance; 100,000 in the “e” products category due to increase patron demand; funding for future computer upgrades; online registration for summer reading program; movie licensing 3,500; and an increase in library promotion line item 10,000.

Deshautelles informed the Board that administration met with RPCC about future adult literacy needs. The library will work with RPCC but will also hire one to two employees to dedicate to adult literacy needs.

On motion by Teri Casso, seconded by Lauthaught Delaney, Sr., the meeting was adjourned.

Angelle Deshautelles, Secretary

Sandra Scallan, Chairman