

St. Tammany Parish Library
Board of Control Meeting
March 28, 2017
Covington Branch Library
310 West 21st Avenue
Covington, LA

MINUTES

The meeting was called to order by Becky Taylor, President. Donald Westmoreland called the roll and declared that a quorum was present.

Present: Becky Taylor, Argiro Morgan, John Danjean, Silvia Muller, Mary Reneau, Antoinette McClain

Absent: Bill Allin

1. Approval of the minutes of the meeting of the Library Board of Control which was held on February 21, 2017

The minutes were reviewed and approved as presented on a motion by S. Muller and seconded by M. Reneau. Motion carried. A request from the Board President was made to include copies of any resolutions passed from the previous meeting.

2. NEW BUSINESS

A. Presentation by Parish – Councilman Michael Lorino

Councilman Lorino thanked the Library Board and staff for service to the community. He explained a proposal coming up on the April 29th ballot for the Parish. It was to include the renewal of the parish tax for maintenance and operations for the Justice Center. Lorino explained that funding for specialty courts for disadvantaged people would run out by 2018 and he was asking for our support in helping to get the word out. The taxes in place for maintenance of the Justice Center would run out by 2018 and the Justice Center would be paid off in that year also. He thanked the Library Board and the staff for allowing him to speak at this board meeting.

B. Financial Reports

D. Westmoreland reviewed the financial report for the period ending 02/28/17 recapping the Ad Valorem tax amount received was \$8,994,383.30 as of this date. He reminded the Board there could be some lines out of percentage because of work or services that must be paid up front

early in the year. Kelly LaRocca pointed out one of those lines was in our health insurance and health trust accounts and that some of that money would be reimbursed through funds from our stop-loss reinsurance policy. The line items for small tools and physical plant are above the percentage amount because of renovations made to the Folsom Branch. J. Danjean asked a question about how much of the building lease line amount was dedicated to the lease cost of the Annex (Technical Services Building) on Hwy 36 in Covington. K. LaRocca answered the amount was \$2,182.00 per month. S. Muller asked why the security line item was higher than normal. K. LaRocca answered we have a security detail we have hired for the South Slidell and Slidell Branch. The database renewals were also due and paid at the first of the year. A. Morgan asked a question of how our library system uses state funds. She was concerned because of the cuts being made at the state level and how it would affect our system. D. Westmoreland stated the cuts have already affected us but that we are able to have access to databases (about half of our databases) we would not normally be able to purchase because of state funds. Dr. Morgan suggested the library send a representative to the state appropriations meetings. J. Danjean asked about the cost of leasing a temporary building for Administration and where the money would come from. K. LaRocca answered the budget would need to be amended in the fall for those expenses. Kelly said there were no changes in the capital account, a motion was made by A. Morgan and seconded by J. Danjean to approve the financial report as presented. The motion carried.

C. Director's Report

Donald thanked everyone for their support and prayers during his recovery. He welcomed new Board member A. McClain, introduced the new bookkeeper, Debbie Cuevas and thanked Dianne Kaack for her years of service to the library in Administration wishing her well in her retirement. Donald reviewed the Director's Report dated 3/28/17. It included updates on facilities, attendance at the Friends and Foundation meetings, marketing and outreach, professional involvement and programming. He said that renovations in the Folsom Branch were complete and the branch reopened on March 30, 2017. A highlight in programming was the Children's Services department celebrated Dr. Seuss's birthday with "party" programs across the parish.

D. Highway 36 (Annex) Lease and renewal

The 4,000 sq. ft. leased Annex property is located at 19612 Hwy 36 in Covington, LA. The current rate is \$2,182.00 per month. An increase by the owner was made to \$2,748.00 per month beginning on May 1, 2017 and expiring on April 30, 2022. A motion was made by J. Danjean

and seconded by Dr. Morgan to authorize D. Westmoreland to sign the new lease. K. LaRocca said \$8.00 per square foot is about what other buildings in the area would cost. Motion carried.

B. Taylor reminded the Board about the ethics certification packet that would need to be completed by each member as well as statistic circulation reports included in their binders.

3. OLD BUSINESS

A. St. Tammany Parish Library Foundation Update- A. Morgan
The Library Foundation announced its big fund raiser for the year on Thursday April 27, 2017. Author Howard Nichols was invited as the guest speaker. The event will raise money for the library and will be held at the Tchefuncte Country Club. Admission is \$75.00 per person. D. Westmoreland thanked the Foundation for their continued support.

4. Friends of the Library Report

There were no reports given.

5. Public Comment

Bill McHugh made a comment about all the library programming notifications he has been receiving via email and wanted to let us know we are doing a good job.

6. Adjournment

There being no further business, a motion to adjourn was made by M. Reneau and seconded by S. Muller. The motion carried.