

St. Tammany Parish Library  
Board of Control Meeting  
March 7<sup>th</sup>, 2022  
1112 W. 21<sup>st</sup> Avenue  
Covington, LA 70433  
Zoom meeting streaming on Facebook Live  
2:00 P.M.

Consistent with State of Louisiana Executive Department Proclamation Numbers 17 JBE 2022 and 18 JBE 2022, the St. Tammany Parish Library will hold its March 7th, 2022, 2:00 p.m. special meeting via video conference and certifies that it will otherwise be unable to operate due to an inability to meet in-person quorum requirements as a result of the ongoing COVID-19 pandemic. The meeting will be streamed on Facebook Live on the St. Tammany Parish Library's official Facebook page. The public is encouraged to participate through that medium, which will also allow for submission of questions or comments to the Board on agenda items. The public's questions or comments on any agenda item for this meeting may be submitted via e-mail by 1:00 p.m. on March 7th, 2022, to [meeting@stpl.us](mailto:meeting@stpl.us). Any such questions or comments will be presented at the meeting when the agenda item is brought up. Anyone without Internet access will be able to watch and participate using a computer at one of the following library locations: Causeway, Covington, Madisonville, Mandeville, Slidell, or South Slidell. The Library Board of Control is also making available a meeting call-in number of 985-871-1219 ext. 2007.

AGENDA

Call to order by President and Roll Call by Director

1. NEW BUSINESS
  - A. Request to Extend the Lease of the Annex Building
    - Discussion
    - Public Comment
    - Vote
2. Public Comment
3. Adjournment

## **Request to Extend the Annex Lease**

We need an extension of the lease at our Hwy 36 Annex location. The current lease expires on April 30<sup>th</sup>, 2022. The owner has agreed to extend the lease until December 31<sup>st</sup>, 2022. The owner has requested an increase in the rent between May and December. We are currently paying \$2,748 per month. He is asking for \$3,000 per month. This is an increase of 94 cents per square foot and still well below the average rental cost in the area.

The LBOC designated funds to renovate our new Annex building. Although the Board approves the expenditure of capital funds, the Parish Council has to amend its budget to include the expenditure. The amendment will be introduced at the Parish Council's April meeting and approved at their May meeting. The Parish will then need to get us an architect, and the renovation project will have to go out for quotes. Extending the lease until December gives us time to complete the renovation work and the move.

I have attached a copy of the lease extension that our Assistant District Attorney reviewed. A vote is required to give the Director the authority to sign the lease extension.

ADDENDUM TO LEASE AGREEMENT

This Addendum to the Lease is made on the \_\_\_\_ day of February, 2022, by and between DECS INVESTMENTS, LLC (hereinafter "Lessor") and St. Tammany Parish Library (hereinafter "Lessee").

Witnesseth:

Whereas, under the date of May 1, 2017, the parties hereto executed a Lease Agreement for approximately 3200 square feet of office and warehouse space bearing the municipal address of 19612 Highway 36, Covington, LA 70433.

Whereas, under the date first mentioned above, Lessor and Lessee agree to renew this agreement under the following terms and conditions:

- 1) Term: The term of this lease renewal is eight (8) months commencing May 1, 2022 and expiring December 31, 2022.
- 2) Rental: The monthly rental shall be \$3,000.00 per month on a gross lease basis.
- 3) It is understood and agreed that this Addendum to Lease Agreement shall not be binding until and unless all parties have signed it.
- 4) All other terms and conditions of the original Lease Agreement dated October 31, 2007 shall remain unchanged.

WITNESSES:

LESSOR: DECS INVESTMENTS, LLC

\_\_\_\_\_

By: David Webber Date  
Title: Managing Member

LESSEE: St. Tammany Parish Library

\_\_\_\_\_

By: Kelly Larocca Date  
Title: