

St. Tammany Parish Library
Board of Control Meeting
September 22, 2025
St. Tammany Parish Council Chambers
21490 Koop Dr.,
Mandeville, LA 70471
6:30 P.M.

Public Comment: A three (3) minute time limit is established for each member of the public wishing to speak (for or against) an item on the agenda. In the case of a Statement of Concern decision, the person who filed the Statement of Concern is given 5 minutes to speak. Please note, all comments must pertain to the agenda item announced. There is no general public comment at the beginning or end of the meeting. Any person wishing to comment on a topic not listed on the agenda may do so by e-mailing lboc@stpl.us by 4:00 PM on Monday, September 22nd, 2025.

AGENDA

Call to order by President and Roll Call by Director

Pledge of Allegiance and Invocation

1. Presentation – Thank you for service to the Library
2. Approval of the minutes of the meeting of the Library Board of Control that was held on August 25, 2025.
 - Public Comment
 - Discussion
 - Vote
3. NEW BUSINESS
 - A. Health Insurance and Reinsurance Policy selection for 2025 – Leon Golemi – BCA Benefit Consultants and Administrators, Inc.
 - Public Comment
 - Discussion
 - Vote
 - B. Financial Report – August 2025
 - Public Comment
 - Discussion
 - Vote
 - C. Director’s Report
 - D. 2025 Fall Budget Amendment - Resolution # 25-020 – (Branton)
 - Public Comment
 - Discussion
 - Vote

E. Resolution # 25-021 Personnel Committee – Establishment and appointment of members (Branton)

- Public Comment
- Discussion
- Vote

F. Resolution # 25-022 Resolution to Appoint an Interim Director of the St. Tammany Parish Library (Cooper)

- Public Comment
- Discussion
- Vote

G. Resolution # 25-023 Resolution to Authorize Library Board of Control President to Engage Consultant to Assist in Search for New Library Director. (Cooper)

- Public Comment
- Discussion
- Vote

4. Adjournment

**St. Tammany Parish Library
Board of Control Meeting
August 25, 2025
St. Tammany Parish Council Chambers
21490 Koop Dr.,
Mandeville, LA 70471
6:30 P.M.**

MINUTES

The meeting was called to order by Charles (Chuck) Branton, Board President. Kelly LaRocca, Director, called the roll and declared that a quorum was present.

Present (6): Glenn Baham, Chuck Branton, Parish President Mike Cooper, Tamarah Myers, Dinah Thanars, Travis Thompson

Absent (0): None

Emily Couvillon with the Civil Division of the District Attorney's Office was also present as legal counsel for the library.

T. Thompson led the Pledge of Allegiance.

C. Branton explained the meeting rules and the rules for public comment. He noted that a comment card was submitted for Agenda Item 1, a presentation honoring former Board members, and asked E. Couvillon to address the matter. E. Couvillon explained that public comment is only required when a Board vote is involved, per Louisiana's Open Meetings law. There is no public comment period for presentations.

1. Presentation – Thank you for service to the LBOC

C. Branton and K. LaRocca expressed gratitude and appreciation for the privilege of working with Ann Shaw and Jill Kesler during their time on the Board. A. Shaw and J. Kesler were not in attendance; library staff will ensure they receive their plaques in gratitude for their service. K. LaRocca also took a moment to acknowledge former Library Director Donald Westmoreland, who was laid to rest earlier that day.

2. Approval of the minutes of the meeting of the Library Board of Control that was held on July 28, 2025.

MOTION: T. Myers moved to approve the minutes of the July 28, 2025, LBOC meeting. It was seconded by G. Baham.

PUBLIC COMMENT:

Lisa Rustemeyer – She stated that she did not raise the topic of book challenges at the previous meeting, but instead mentioned the book *Censored in Schools Attended by Military Families*. She asked the Board why the proclamation from the previous meeting was not on the agenda.

Sonnet Ireland – Regarding a question about her place of work, she stated that she would like it added to the record that her public comment at the previous meeting was given as a resident, taxpayer, and voter, as she attends the LBOC meetings on her personal time, and does not represent anyone but herself.

DISCUSSION: T. Myers asked how many Young Adult (YA) books are left to be reviewed. T. DiMaggio answered that there are 2,793 titles remaining, which is 30% of the YA collection.

M. Cooper congratulated board members who were voted in as officers at the previous board meeting.

VOTE: Baham: Yes Cooper: Yes Myers: Yes Thanars: Yes Thompson: Yes Branton: Yes

RESULT: Motion to approve the July 28, 2025, meeting minutes carried. (Unanimous – 6)

3. NEW BUSINESS

A. Presentation of the 2024 Audit – John Murray, LaPorte

J. Murray presented the 2024 audit, a full copy of which was provided to each board member and was included in the board packet available to the public on the library's website. The auditors gave a clean, unmodified opinion that the financial statements present fairly, in all material aspects, the respective financial position of the governmental activities and each major fund of the Library as of December 31, 2024, in accordance with generally accepted accounting principles. J. Murray reviewed the details of the financial statements throughout the report. He reported that no deficiencies in internal controls were identified. He stated that there were no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. He thanked K. LaRocca, D. Cuevas, and B. Geiger for their assistance with the audit.

PUBLIC COMMENT: There was no public comment.

DISCUSSION: M. Cooper asked for clarification on if there were any findings in the audit, and J. Murray confirmed there were not.

MOTION: D. Thanars moved to approve the 2024 audit report. It was seconded by T. Thompson.

VOTE: Baham: Yes Cooper: Yes Myers: Yes Thanars: Yes Thompson: Yes Branton: Yes

RESULT: Motion to approve the 2024 audit report carried. (Unanimous – 6)

B. Financial Report – July 2025

K. LaRocca reviewed the financial report for July 2025. The library has received 100% of what was expected in Ad Valorem Revenue and State Revenue Sharing. The budget percentage should be 58.3% in July. Revenues are at 58.54% and Expenditures are at 56.49%. K. LaRocca gave explanations for lines that were over or under 58%. Most variances are due to expenses being paid early or late in the year and will be in balance by the end of the year.

The cost of the millage election was only \$18,000 and that line will be adjusted at the budget amendment next month. The Computer/Printer Supplies is over budget due to the increasing cost of toner. K. LaRocca clarified that Juvenile Programming refers to Children's Programming. She explained

that the names of the budget lines have been this way for many years and can be updated if the Board wishes. The \$196,000 in operational funds for the Mandeville Branch capital project (approved by the Board in the May 2025 budget amendment) has been sent to the Parish. It will be introduced with the Parish's budget amendment in September, voted on in October, and then put out for public bid.

PUBLIC COMMENT:

Lisa Rustemeyer – She complimented the financial report and thanked the library staff for providing excellent information for the public. She provided statistics from the State Library, spoke of the Mobile Library Lobby Stops, and complimented the library's promotional social media videos.

Sonnet Ireland – She complimented the financial report. She agreed with updating the names of budget lines for clarity and transparency.

DISCUSSION: There was no Board discussion.

MOTION: G. Baham moved to approve the July 2025 financial report. It was seconded by D. Thanars.

VOTE: Baham: Yes Cooper: Yes Myers: Yes Thanars: Yes Thompson: Yes Branton: Yes

RESULT: Motion to approve the July 2025 financial report carried. (Unanimous – 6)

C. Director's Report

K. LaRocca reported recent updates to facilities, I.T., marketing and outreach efforts, professional development opportunities, programming highlights, new staff, contracts, strategic plan implementation updates, Statements of Concern, Capital Project updates, and the transition of materials from the YA collection to the Adult Collection. She reviewed the results of the community input sessions for the Lacombe Branch replacement and Slidell Branch expansion projects. The ribbon cutting for the Mobile Library service is tentatively scheduled for November 18. She reviewed the service statistics for July 2025 and the year-to-date statistics.

G. Baham expressed appreciation that the Media Production Specialist position has been filled. He also stated that he attended the Genealogy program about Pope Leo XIV and learned that the Pope is related to the Bahams from Madisonville.

D. Summer Reading Wrap-up Presentation

The Public Relations Department presented the Summer Reading Challenge Wrap-Up video that showed highlights from many of the programs that took place throughout the Parish this summer. The Children's Programming Coordinator and Adult Programming Coordinator provided a recap of this year's successful Summer Reading Challenge, highlighting an increase in registrations compared to last year. They also noted an impressive number of teen volunteers, totaling 72 this summer.

E. 2026 Budget (Resolution # 25-019)

MOTION #1: C. Branton moved to open the 2026 Budget Hearing. It was seconded by G. Baham.

VOTE: Baham: Yes Cooper: Yes Myers: Yes Thanars: Yes Thompson: Yes Branton: Yes

RESULT: Motion to open the 2026 Budget Hearing carried. (Unanimous – 6)

K. LaRocca reviewed the proposed 2026 Budget. The St. Tammany Parish Library will operate on a revenue of \$13,318,920. The primary source (97%) of the library's 2026 income will be a 4.35 mil property tax millage. The remaining (3%) of the library's income comes from State Revenue Sharing, fines and fees, interest, and donations. K. LaRocca explained that the economy continues to affect the cost of supplies. Implementation of the library's Strategic Plan will continue and the Mandeville Branch renovation should happen in 2026. Many of the increases and decreases you will see in the individual budget lines will be due to the implications of these conditions. K. LaRocca provided explanations for each section of the budget. She reviewed the fund balance in detail, noting that the balance does not equate to cash and includes receivables for next year's budget and payables. She reviewed the dedicated savings and declared a balanced budget for 2026.

PUBLIC COMMENT: There was no public comment.

DISCUSSION:

M. Cooper thanked K. LaRocca for holding budget meetings with board members the previous week to review the budget and answer questions, clarifying that no quorum was present.

MOTION #2: D. Thanars moved to close the 2026 Budget Hearing. It was seconded by G. Baham.

VOTE: Baham: Yes Cooper: Yes Myers: Yes Thanars: Yes Thompson: Yes Branton: Yes

RESULT: Motion to close the 2026 Budget Hearing carried. (Unanimous – 6)

MOTION #3: C. Branton moved to adopt the 2026 Budget (Res. 25-019). It was seconded by G. Baham.

VOTE: Baham: Yes Cooper: Yes Myers: Yes Thanars: Yes Thompson: Yes Branton: Yes

RESULT: Motion to adopt the 2026 Budget resolution (25-019) carried. (Unanimous – 6)

F. Statement of concern decision – *House of Earth and Blood*

K. LaRocca presented the Statement of Concern (SOC) for the book *House of Earth and Blood* by Sarah Maas. The statement was submitted by Frances Smith. K. LaRocca read the statement aloud.

The recommended action by F. Smith is: "Restrict from minors from reading this book/take it off the shelves."

Reason given: "It is obscene. Children should not be allowed to read it. Goes against the Law."

K. LaRocca reviewed the book résumé which includes the publisher's summary, number of print copies STPL owns (4), total circulation on all print copies (76), total circulation on E-book (286), comparable library system statistics, reviews by *Publishers Weekly*, *Booklist*, and *Shelf Awareness*. Also noted are awards and lists featuring this title. A total of 1,965 public libraries across the nation own copies of the book. The title is shelved in the Adult Fiction section at STPL. K. LaRocca reviewed the committee's evaluation of the title which includes demographics of the committee members, the committee's report, and the committee's recommendation. Since the complainant cites the Louisiana Criminal Law Revised Statute 14:91.11, the book was evaluated based on the criteria set forth in the statute. The committee did not find a violation of the statute. The committee recommended that the book remain shelved in the Adult Fiction collection.

PUBLIC COMMENT:

Frances Smith, the individual who submitted the Statement of Concern for *House of Earth and Blood*, was offered five minutes for public comment. She was not in attendance but submitted a written statement by email which was provided to each board member and was included in the board packet available to the public on the website.

Terri J. – Covington, LA. She stated that the book in question is in the library, but was told by staff that it cannot be checked out. B. Geiger and T. DiMaggio clarified that the library has four circulating copies of the book that are checked out by other patrons at this time. There are non-circulating reference copies of challenged books available at the Covington and Slidell Branches for in-house use. Terri J. was in favor of the book remaining in Adult Fiction.

Pauline Appleby – Mandeville, LA. She read the library's mission statement aloud and urged the Board to follow their rules and regulations. She expressed concern about there being 113 pending SOC's. She spoke in support of professional librarians and freedom of access to literature.

J. Caron Minge – Covington, LA. She spoke in favor of the book remaining in the Adult collection. She expressed concern about the SOC and the letter from F. Smith, stating that F. Smith has mischaracterized the law regarding child grooming and has made very serious, offensive, and defamatory accusations. J. Caron Minge brought a copy of the law and read it aloud for clarification.

Rebecca Bohm – Mandeville, LA. She agreed with the previous speaker and spoke in favor of the book remaining in the Adult collection.

Lisa Rustemeyer – Mandeville, LA. She agreed with the previous speakers and spoke in favor of the book remaining in the Adult collection. She questioned whether F. Smith had read the book and suggested that the information may have come from the website Book Looks.

Sonnet Ireland – Slidell, LA. She stated that the book is an Adult book in the Adult section, is very popular, and was on several best sellers lists. She stated the book is not accessible to children without a parent's permission. She noted that there was board member conversation during public comment.

Roxanne Newman – Mandeville, LA. She stated that the book is an Adult book in the Adult section and there is no reason to restrict any further. She spoke of the tiered library card system which enables a parent to decide what their children read.

Jean Wiggin – Abita Springs, LA. She questioned why the Board is discussing concerns about Adult fiction books. She suggested sending a letter to individuals who submitted SOC's for adult books, stating that the material is shelved in the Adult section and no further action will be taken. She stated that she trusts the librarians.

DISCUSSION:

G. Baham explained that it is required by current state law for the Board to review the challenged books. He added that disparaging individuals who raise objections is unnecessary and stressed that the Board must not violate anyone's rights.

MOTION: C. Branton moved to affirm the committee’s recommendation for *House of Earth and Blood* to remain in the Adult Fiction collection and to deny the request for removal. It was seconded by T. Myers.

VOTE: Baham: Abstained Cooper: Yes Myers: Yes Thanars: Yes Thompson: Yes Branton: Yes

RESULT: Motion to affirm the committee’s recommendation and deny the request for removal carried. (Yes – 5 | Abstained – 1)

G. Lease Renewal for the Administrative Office

K. LaRocca stated that the lease for the Administrative Office expires in December. She noted that some board members have asked whether the library should continue leasing or explore purchasing a property. She confirmed that leftover operational funds can be used for capital purposes, but purchasing a building at this time is not feasible due to existing funds being set aside for other purposes. The current building owners indicated they would consider selling if the library is interested when the lease is up for renewal. K. LaRocca recommends renewing the lease to the Administrative Office for five years. The lease amount will be \$6,300 per month.

T. Myers asked if we pay the property tax and insurance and K. LaRocca confirmed that both are included in the triple net lease agreement. When asked about a lease-purchase option, K. LaRocca explained that is not possible for a governmental agency, but the owners may consider selling the building in five years.

PUBLIC COMMENT:

Sonnet Ireland – She agrees with renewing the lease and agrees with looking into purchasing a space.

DISCUSSION:

M. Cooper recommends renewing the lease and agrees with looking into purchasing a building in five years or including the Administrative Office in an expansion of one of the library branches. C. Branton agreed with M. Cooper.

MOTION: C. Branton moved to approve the lease renewal of the Administrative Office. It was seconded by D. Thanars.

VOTE: Baham: Yes Cooper: Yes Myers: Yes Thanars: Yes Thompson: Yes Branton: Yes

RESULT: Motion to approve the lease renewal of the Administrative Office carried. (Unanimous – 6)

H. Resolution # 25-016 Resolution amending Rules and Regulations Update Section 106 – E or F Code of Conduct (Baham)

G. Baham presented a revised draft of a proposed Code of Conduct (COC). He explained that the draft serves as a standard starting point and can be reviewed and amended as needed moving forward.

MOTION #1: G. Baham moved to adopt the Code of Conduct. It was seconded by T. Thompson.

Following E. Couvillon’s recommendation and board discussion, it was decided to place the COC in Section 106, Paragraph F. A new item, Number 11, will be added to read: “Abide by the Code of Conduct.” The full text of the COC will be included in Appendix C, which will be added to the existing appendices.

MOTION #2: G. Baham amended his motion to adopt the Code of Conduct to specify its placement in Section 106, Paragraph F, Number 11, with the full text to be included in Appendix C. It was seconded by T. Thompson.

VOTE: Baham: Yes Cooper: Yes Myers: Yes Thanars: Yes Thompson: Yes Branton: Yes

RESULT: Motion to amend and specify the logistical placement of the Code of Conduct carried.
(Unanimous – 6)

PUBLIC COMMENT:

Roxanne Newman – She stated that the (COC) references LA R.S. 25:215 and states that the Board employs the Director and other staff. She interprets the statute to mean the Board employs the Director, who then recommends and oversees the hiring of other staff. She added that Boards are typically not very involved in staff hiring or firing. She stated that allowing all board members to request documents and information from any employee is inefficient.

Jean Wiggin – She began to clarify her earlier comments regarding a previous agenda item and was reminded that the current public comment period must relate to the current topic.

Rebecca Taylor – Slidell, LA. She emphasized the Board’s role in hiring, supervising, and evaluating the Library Director, who supervises the daily operations of the library. She stated that this structure maintains a separation between the Board’s policymaking and the Director’s operational management of the library. She noted several important omissions in the current COC draft compared to the original. She suggested revising the COC, as she feels it needs additional changes.

Lisa Rustemeyer – She agreed with the previous speaker that the COC needs more work. She suggested considering other Codes of Conduct for other libraries and consulting with the State Library. She did not agree with omitting several of the original statements from the current draft. She is in favor of Rules and Regulations committee meetings to work on this policy.

Sonnet Ireland – She agreed with the previous speakers. She asked if the Board has talked to anyone from the State Library about this policy. G. Baham stated he has spoken to the State Library staff and staff in other states. She stated that the current draft of the COC is problematic, particularly regarding asking staff for information rather than going through the Director. She stated that there is no mention of the Louisiana Open Meetings Law included in the policy.

Kristen Luchsinger – She thanked the Board for continuing work on the COC and urged against rushing the process, stressing the need for transparency and fairness. She suggested adding an anti-harassment clause and encouraged board members to engage with all groups to avoid the appearance of partisanship.

Joan Simon – She stated that this is too important to rush. She stated she believes the Board has good intentions, but the document needs more work. She is concerned with the issue of requesting information from staff rather than the Library Director.

DISCUSSION:

G. Baham reiterated that the policy can be amended over time, noting that the Constitution was not written in one fell swoop and has several amendments. He noted that all board members are already required to follow Open Meetings Laws, so it does not need to be restated in the COC. He noted that the

sanctions are pretty clear – board members are appointed by the Parish Council and can be removed by the Parish Council. He stated that if a board member acts in a way a member of the public considers unlawful or derogatory, they should contact their Parish Councilperson.

MOTION #3: D. Thanars moved to postpone indefinitely to continue working on the policy and bring it back up at a later date. It was seconded by T. Myers.

M. Cooper stated he is not yet prepared to approve the policy and there were valid points raised by the audience. He asked for background on the origin of this policy, which C. Branton provided. M. Cooper suggested forming a committee to work on this with G. Baham. C. Branton stated that would be the Rules and Regulations Committee. He also noted that there is no Parish-wide COC that governs all of the agencies that the Parish Council oversees.

T. Thompson stated that he does not see a reason to postpone and feels that it is a good document. He reiterated that the Parish Council governs the LBOC and can appoint or remove board members, so he does not see a need to postpone.

VOTE: Baham: Yes Cooper: Yes Myers: Yes Thanars: Yes Thompson: No Branton: Yes

RESULT: Motion to postpone indefinitely carried. (Yes – 5 | No – 1)

OFF-THE-FLOOR MOTION – Requires a unanimous vote

C. Branton stated that K. LaRocca has accepted a position at the State Library.

MOTION: C. Branton moved to add an off-the-floor item to the agenda to establish a personnel committee (pursuant to Section 115 of the Rules and Regulations of the LBOC) to help administer the process of vetting and hiring a new Library Director. It was seconded by G. Baham.

C. Branton explained that the committee would consist of no more than three board members designated by the LBOC President. He emphasized that the hiring decision will be made by the full Board at a public meeting. He explained that this is the very beginning of the process and it will not be done overnight, as this will be a lengthy process. The Board will need to discuss job descriptions, research what resources are available from the State Library, and consider the possibility of hiring a consultant.

PUBLIC COMMENT:

Becky Bohm – She asked about appointing an Interim Director. C. Branton stated that is one of the matters they have to discuss.

Sonnet Ireland – She questioned why this was not proposed for the next board meeting in September, allowing time to understand what this means and for an Interim Director to be appointed. She also expressed concern that the matter was raised late in the meeting, after much of the audience had already left.

M. Cooper asked what will this committee do between now and the September board meeting. C. Branton stated that the committee would reach out to the State Library, other libraries across the state, gather job descriptions, and reach out to consultants. He noted that there is currently a vacancy on the Board and he would like a full Board to be involved in the process. He added that initiating the process

now would help ensure continued progress and allow the new Board member to be brought up to speed efficiently.

Roxanne Newman – She asked who would be responsible for selecting the committee. C. Branton responded that he would, as Board President, and referenced Section 115 of the LBOC Rules and Regulations Manual, which states: “The Board President shall appoint the members of any committee and designate its chairperson.” R. Newman stated that there should be a fair distribution of points of view on the Personnel Committee. She expressed concern about the qualifications that will be required of the new Director and emphasized that the qualifications should not be lowered, as has occurred in other Parishes.

DISCUSSION:

M. Cooper noted that the rules also state: “The Board President shall be an ex officio member of any committee.” C. Branton noted that the committee may include only himself and two other Board members, as a group of four or more would constitute a quorum. M. Cooper confirmed that K. LaRocca’s last day will be September 22nd, which is the date of the next board meeting. He asked whether the Board President, Vice President, or any Board member could begin gathering the previously mentioned information in preparation for establishing the Personnel Committee at the next Board meeting, and whether the absence of a formal committee would preclude the Board from collecting the information C. Branton suggested. C. Branton stated that it would not preclude the gathering of information, but there would be no formal mechanism for the Board members to discuss it among themselves. C. Branton explained that there are only three more scheduled board meetings this year and he does not want to delay this process.

VOTE: Baham: Yes Cooper: No Myers: Yes Thanars: No Thompson: Yes Branton: Yes

RESULT: Motion to add the off-the-floor item to the agenda failed due to a lack of unanimous consent. (Yes – 4 | No – 2)

4. Adjournment

There being no further business, a motion to adjourn was made by G. Baham and was seconded by D. Thanars. All were in favor, none were opposed, and no one was absent. Motion carried.

APPROVAL:

Tamarah Myers, Board Secretary/Treasurer

Stop-loss Reinsurance

St. Tammany Parish Library

		Renewal	Option A	Option B	Option C
Group Health Plan	2025	2026	2026	2026	2026
Reinsurance Carrier	Zurich	Zurich	Gerber Life	Companion Life	U.S. Fire / XBLLC
TPA	UMR	UMR	UMR	UMR	UMR
Network	United Healthcare	United Healthcare	United Healthcare	United Healthcare	United Healthcare
Specific Contract Basis	12/15 Medical & Rx	12/15 Medical & Rx	12/15 Medical & Rx	12/15 Medical & Rx	12/15 Medical & Rx
Aggregate Contract Basis	12/12 Medical & Rx	12/12 Medical & Rx	12/12 Medical & Rx	12/12 Medical & Rx	12/12 Medical & Rx
Specific Stop Loss Deductible	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Unlimited Benefit					
<u>Employee Number*</u>					
Single	87	87	87	87	87
Family	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>
TOTAL EE's	107	107	107	107	107
<u>Specific Premium</u>					
Single	\$ 188.59	\$ 213.91	\$ 213.23	\$ 259.86	\$ 271.52
Family	\$ 523.58	\$ 585.43	\$ 587.26	\$ 691.68	\$ 707.93
<u>Aggregate Premium PEPM</u>	\$ 15.80	\$ 11.02	\$ 9.53	\$ 15.67	\$ 19.97
<i>Aggregate Premium includes Terminal Liability</i>					
<u>Administration Fee PEPM - UMR</u>	\$ 58.41	\$ 58.41	\$ 58.41	\$ 58.41	\$ 58.41
<u>Annual Fixed Costs</u>	\$ 417,833.00	\$ 450,546.00	\$ 450,789.00	\$ 529,989.00	\$ 554,020.00
<u>Aggregate Factors (Claims Exposure)</u>					
Single	\$ 739.38	\$ 722.62	\$ 617.44	\$ 852.70	\$ 935.08
Family	\$ 1,883.73	\$ 1,819.89	\$ 1,667.25	\$ 2,147.47	\$ 2,386.50
<u>Annual Aggregate Exposure</u>	\$ 1,224,008.00	\$ 1,191,189.00	\$ 1,044,507.00	\$ 1,405,612.00	\$ 1,486,683.00
<i>Minimum Attachment Point</i>					

St. Tammany Parish Library

1/1/2026

Renewal

Group Health Plan	2021	2022	2023	2024	2025	2026
Reinsurance Carrier	American National	American National	Companion Life	Zurich	Zurich	Gerber Life
TPA	UMR	UMR	UMR	UMR	UMR	UMR
Network	United Healthcare	United Healthcare	United Healthcare	United Healthcare	United Healthcare	United Healthcare
Specific Contract Basis	12/15 Medical & Rx	12/15 Medical & Rx	12/15 Medical & Rx	12/15 Medical & Rx	12/15 Medical & Rx	12/15 Medical & Rx
Aggregate Contract Basis	12/12 Medical & Rx	12/12 Medical & Rx	12/12 Medical & Rx	12/12 Medical & Rx	12/12 Medical & Rx	12/12 Medical & Rx
Specific Stop Loss Deductible	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Unlimited Benefit						
<u>Employee Number*</u>						
Single	85	85	85	84	87	87
Family	<u>21</u>	<u>21</u>	<u>21</u>	<u>20</u>	<u>20</u>	<u>20</u>
TOTAL EE's	106	106	106	104	107	107
<u>Specific Premium</u>						
Single	\$ 268.45	\$ 263.45	\$ 217.53	\$ 196.39	\$ 188.59	\$ 213.23
Family	\$ 745.48	\$ 740.48	\$ 637.50	\$ 578.60	\$ 523.58	\$ 587.26
<u>Aggregate Premium PEPM</u>	\$ 11.68	\$ 11.68	\$ 7.06	\$ 9.26	\$ 15.80	\$ 9.53
<u>Administration Fee PEPM - UMR</u>	\$ 54.76	\$ 55.06	\$ 57.69	\$ 56.50	\$ 58.41	\$ 58.41
<u>Annual Fixed Costs</u>	\$ 546,192.00	\$ 540,213.00	\$ 464,892.00	\$ 418,894.00	\$ 417,833.00	\$ 450,789.00
<u>Aggregate Factors (Claims Exposure)</u>						
Single	\$ 614.61	\$ 629.89	\$ 674.32	\$ 695.33	\$ 739.38	\$ 617.44
Family	\$ 1,586.17	\$ 1,645.65	\$ 1,771.12	\$ 1,840.50	\$ 1,883.73	\$ 1,667.25
<u>Annual Aggregate Exposure</u>	\$ 1,026,617.00	\$ 1,057,192.00	\$ 1,134,129.00	\$ 1,142,613.00	\$ 1,224,008.00	\$ 1,044,507.00
Minimum Attachment Point						
					Member "A" + \$10k	
<u>Lasers:</u>	Member "A" + \$50k	Member "A" + \$25k	Member "A" + \$20k	None	Member "B" + \$25k	Member "A" + \$15k
<u>Aggregate Premium includes Terminal Liability</u>	Member "B" + \$40k	Member "B" + \$15k	Member "B" + \$15k		Member "C" + \$45k	Member "B": Contingent

* Assumes 8/21/22 enrollment; '24-25 actual



St Tammany Parish Library

GROUP HEALTH INSURANCE QUOTES

EFFECTIVE JANUARY 1, 2026

Benefit (In-Network)		STPL Health Plan	Blue Cross Preferred Care	United Healthcare
Calendar Year Deductible		\$500	\$500	\$500
Out of Pocket Maximum		\$3,000	\$2,750	\$4,000
Physician Office Visit		85%/15% after deductible	\$40 c/p PCP \$55 c/p Specialist	\$25 c/p PCP \$45 c/p Specialist
Co-insurance		85%/15%	80% / 20%	80% / 20%
Hospital Services		85%/15% after deductible	80%/20% after deductible	80%/20% after deductible
Most Other Services		85%/15% after deductible	80%/20% after deductible	80%/20% after deductible
RX Drug Deductible		-0-	-0-	-0-
Rx Drug Benefits		\$15/\$35/\$70	\$15/\$40/\$70	\$10/\$35/\$70
Emergency Room		\$150 c/p	80%/20% after deductible	80%/20% after deductible
Out of Network Benefits		85%/15%	80%/20% after deductible	80%/20% after deductible
		Yes	Yes	Yes
<u>Coverage Tier</u>		Maximum Exposure	Premium Cost	Premium Cost
Employee Only	87		\$1,124.95	\$1,206.52
Employee & Spouse	9		\$2,249.90	\$2,987.50
Employee & Child(ren)	4		\$2,081.16	\$2,987.50
Employee & Family	7		\$3,206.11	\$2,987.50
Total Monthly		\$125,592.56	\$146,637.26	\$162,304.00
Total Annual		\$1,507,110.72	\$1,759,647.00	\$1,947,650.00
		Expected Costs		
		\$110,209.25		
		\$1,322,511.01		

9/10/2025

ST. TAMMANY PARISH LIBRARY		AD VALOREM AND REVENUE SHARING RECEIVED IN 2025					
AD VALOREM							
2/19/2025		12,130,560.20					
4/2/2025		442,372.28					
5/7/2025		156,335.87					
8/6/2025		125,602.02					
9/10/2025		95,301.15					
		12,950,171.52					
STATE REVENUE SHARING							
2/19/2025		89,698.26					
5/7/2025		89,937.52					
8/6/2025		89,937.51					
		269,573.29					

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St. Tammany Parish Library - General Fund
Balance Sheet
August 31, 2025

ASSETS

Current Assets

Cash	\$ 10,995,467.97
Cash - Health Claims	(69,737.26)
Due from Paylocity	0.00
Due from Bank	3,738.40
Returned Checks	0.00
Ad Valorem Receivable - 2024	224,349.61
Ad Valorem Receivable - 2025	8,486,179.36
Ad Valorem Receivable - 2023	0.00
Due from State of Louisiana	178,777.97
Prepaid Expenses	102,775.40

Total Current Assets	19,921,551.45
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Other Assets

Deposits	1,981.00
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Total Other Assets	1,981.00
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Total Assets	\$ 19,923,532.45
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LIABILITIES AND FUND BALANCE

Current Liabilities

Accrued Salaries	\$ 43,092.09
Deferred Inflows - Ad Valorem	109,467.00
Elective Benefits Payable	(10,799.21)
Retirement Payable	184,700.54
Health Claims Payable	249,918.55

Total Current Liabilities	576,378.97
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Fund Balance

Fund Balance	19,347,153.48
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Total Fund Balance	19,347,153.48
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Total Liabilities & Fund Balance	\$ 19,923,532.45
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St. Tammany Parish Library-General Fund
Statement of Revenues and Expenditures
For the Eight Months Ending August 31, 2025

3

	<u>Current</u> <u>Period</u> <u>Actual</u>	<u>Year to</u> <u>Date Actual</u>	<u>Yearly</u> <u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD Act</u> <u>to YTD</u> <u>Budget</u>
Revenues					
Ad Valorem Taxes	\$ 1,060,772.42	\$ 8,486,179.36	12,729,269.00	4,243,089.64	66.67
State Revenue Sharing	22,407.00	179,256.00	268,884.00	89,628.00	66.67
Fines/Fees	7,034.21	68,941.02	99,500.00	30,558.98	69.29
Interest Income	15,433.87	130,859.09	184,370.00	53,510.91	70.98
Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Donations Received	5,178.23	37,833.78	32,016.00	(5,817.78)	118.17
Miscellaneous Income	0.00	1,271.21	54.00	(1,217.21)	2,354.09
Summer Reading Shirt Sales	0.00	1,292.24	2,120.00	827.76	60.95
Total Revenues	1,110,825.73	8,905,632.70	13,316,213.00	4,410,580.30	66.88
Expenditures					
Library Administration	444,869.49	3,767,366.98	6,090,000.00	2,322,633.02	61.86
Employee Benefits	379,497.53	1,431,011.35	2,325,480.00	894,468.65	61.54
Advertising,Dues & Subscriptio	5,474.96	40,006.02	70,500.00	30,493.98	56.75
Signage	0.00	229.42	2,000.00	1,770.58	11.47
Printing, Duplicating & Bindin	1,447.00	17,620.69	25,500.00	7,879.31	69.10
Promotional Production	0.00	14,609.24	20,000.00	5,390.76	73.05
Utilities	32,758.83	237,847.49	341,470.00	103,622.51	69.65
Communications	7,559.42	63,611.51	100,380.00	36,768.49	63.37
Leases	29,263.16	223,456.58	341,750.00	118,293.42	65.39
Maintenance of Property & Equi	44,260.58	428,506.40	593,750.00	165,243.60	72.17
Maintenance Services (Building	9,724.75	189,328.86	280,050.00	90,721.14	67.61
Professional Services	7,792.05	235,072.01	342,925.00	107,852.99	68.55
Insurance and Claims	0.00	298,753.44	306,872.00	8,118.56	97.35
Operating Supplies	19,039.69	149,130.37	222,420.00	73,289.63	67.05
Travel & Continuing Education	4,505.35	34,850.90	69,000.00	34,149.10	50.51
Public Relations/Programming	15,283.21	97,595.97	136,500.00	38,904.03	71.50
Capital Outlay-Non-Book Acq.	2,562.13	191,664.97	339,033.00	147,368.03	56.53
Capital Outlay-library Res. Ac	91,346.74	936,004.15	1,447,500.00	511,495.85	64.66
Mandeville Capital - Parish	0.00	196,000.00	196,000.00	0.00	100.00
Outreach	0.00	64,966.50	65,000.00	33.50	99.95
Total Expenditures	1,095,384.89	8,617,632.85	13,316,130.00	4,698,497.15	64.72
Excess of Revenues/(Expenditur	\$ 15,440.84	\$ 287,999.85	83.00	(287,916.85)	346,987.77

St. Tammany Parish Library
Statement of Changes in Fund Balance
For the Eight Months Ending August 31, 2025

4

Beginning Fund Balance	\$ 19,059,153.63
Net Income	287,999.85
	<hr/>
Ending Fund Balance	\$ 19,347,153.48
	<hr/>

SUPPLEMENTAL INFORMATION

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eight Months Ending August 31, 2025

6

	<u>Current</u> <u>Period</u> <u>Actual</u>	<u>Year to</u> <u>Date Actual</u>	<u>Yearly</u> <u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD</u> <u>Actual</u> <u>to YTD</u> <u>Budget</u>
Library Administration					
Library Salaries	\$ 444,869.49	\$ 3,767,366.98	\$ 6,090,000.00	2,322,633.02	61.86
Total	\$ 444,869.49	\$ 3,767,366.98	\$ 6,090,000.00	2,322,633.02	61.86
Employee Benefits					
FICA/ Supplemental Retirement	\$ 10,385.52	\$ 86,454.94	\$ 134,000.00	47,545.06	64.52
Retirement Contributions	39,223.43	357,205.42	577,480.00	220,274.58	61.86
Health Insurance Expense	26,645.88	198,339.91	390,000.00	191,660.09	50.86
Health Trust	301,125.33	773,233.55	1,197,000.00	423,766.45	64.60
Worker's Compensation Expense	2,117.37	15,777.53	26,000.00	10,222.47	60.68
Employee Miscellaneous	0.00	0.00	1,000.00	1,000.00	0.00
Total	\$ 379,497.53	\$ 1,431,011.35	\$ 2,325,480.00	894,468.65	61.54
Advertising, Dues & Subscriptions					
Publication of Legal Notices	\$ 1,516.93	\$ 5,829.19	\$ 13,500.00	7,670.81	43.18
Membership Dues	0.00	0.00	6,000.00	6,000.00	0.00
Advertising	3,958.03	34,176.83	51,000.00	16,823.17	67.01
Total	\$ 5,474.96	\$ 40,006.02	\$ 70,500.00	30,493.98	56.75
Signage					
Signage	\$ 0.00	\$ 229.42	\$ 2,000.00	1,770.58	11.47
Total	\$ 0.00	\$ 229.42	\$ 2,000.00	1,770.58	11.47
Printing, Duplicating & Binding					
Printing	\$ 1,447.00	\$ 12,815.91	\$ 15,500.00	2,684.09	82.68
Book Binding	0.00	0.00	5,000.00	5,000.00	0.00
Patron Cards	0.00	4,804.78	5,000.00	195.22	96.10
Total	\$ 1,447.00	\$ 17,620.69	\$ 25,500.00	7,879.31	69.10
Promotional Production					
Promotional Production	\$ 0.00	\$ 14,609.24	\$ 20,000.00	5,390.76	73.05
Total	\$ 0.00	\$ 14,609.24	\$ 20,000.00	5,390.76	73.05

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eight Months Ending August 31, 2025

	<u>Current Period Actual</u>	<u>Year to Date Actual</u>	<u>Yearly Total Budget</u>	<u>Variance</u>	<u>YTD Actual to YTD Budget</u>
Utilities					
Electricity	\$ 29,474.08	\$ 208,359.49	\$ 293,220.00	84,860.51	71.06
Gas	95.85	1,872.22	3,250.00	1,377.78	57.61
Water	3,188.90	27,615.78	45,000.00	17,384.22	61.37
Total	\$ 32,758.83	\$ 237,847.49	\$ 341,470.00	103,622.51	69.65
Communications					
Postage	\$ 904.56	\$ 6,290.77	\$ 21,000.00	14,709.23	29.96
Voice Line	4,005.05	36,540.67	47,080.00	10,539.33	77.61
Data Lines (Internet)	2,580.38	20,592.78	31,300.00	10,707.22	65.79
Courier/Shipping	69.43	187.29	1,000.00	812.71	18.73
Total	\$ 7,559.42	\$ 63,611.51	\$ 100,380.00	36,768.49	63.37
Leases					
Building Lease Expense	\$ 28,994.03	\$ 220,924.04	\$ 333,000.00	112,075.96	66.34
Equipment Lease Expense	269.13	2,532.54	6,000.00	3,467.46	42.21
Vehicle Lease Expense	0.00	0.00	2,750.00	2,750.00	0.00
Total	\$ 29,263.16	\$ 223,456.58	\$ 341,750.00	118,293.42	65.39
Maintenance of Property & Equipment					
Custodial and Janitorial	\$ 20,505.49	\$ 152,132.27	\$ 215,000.00	62,867.73	70.76
Grounds/Lawn Maintenance	7,113.00	51,328.50	85,000.00	33,671.50	60.39
Maintenance Supplies	1,012.84	8,386.40	10,000.00	1,613.60	83.86
Fuel & Lube	5,075.94	16,667.51	33,000.00	16,332.49	50.51
Vehicle Repairs	4,096.92	10,047.91	10,000.00	(47.91)	100.48
Small Tools	8.99	198.62	3,000.00	2,801.38	6.62
Office Machine & Equip Repair	0.00	0.00	1,000.00	1,000.00	0.00
Network Utility Software	5,832.10	94,449.41	128,250.00	33,800.59	73.64
Solinet (OCLC) Cost	0.00	30,942.21	32,000.00	1,057.79	96.69
Polaris Maintenance	0.00	54,999.06	55,000.00	0.94	100.00
PC Network Maintenance & Repai	615.30	9,354.51	11,500.00	2,145.49	81.34
Hurricane Disaster Costs	0.00	0.00	10,000.00	10,000.00	0.00
Total	\$ 44,260.58	\$ 428,506.40	\$ 593,750.00	165,243.60	72.17
Maintenance of Services (Buildings)					
Physical Plant	\$ 4,390.24	\$ 125,580.16	\$ 160,000.00	34,419.84	78.49
Plumbing, Heating and AC	2,016.41	46,887.90	66,500.00	19,612.10	70.51
Electrical	0.00	4,437.80	13,000.00	8,562.20	34.14
Sanitation	228.10	4,239.00	12,000.00	7,761.00	35.33

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eight Months Ending August 31, 2025

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	<u>Current Period Actual</u>	<u>Year to Date Actual</u>	<u>Yearly Total Budget</u>	<u>Variance</u>	<u>YTD Actual to YTD Budget</u>
Pest Control	756.00	4,979.00	7,550.00	2,571.00	65.95
Termite Contract	2,334.00	3,205.00	3,000.00	(205.00)	106.83
Carpet Cleaning	0.00	0.00	18,000.00	18,000.00	0.00
Total	\$ 9,724.75	\$ 189,328.86	\$ 280,050.00	90,721.14	67.61
Professional Services					
Payroll Service Fees	\$ 2,505.09	\$ 24,814.73	\$ 38,600.00	13,785.27	64.29
Financial	0.00	40,517.67	51,000.00	10,482.33	79.45
Consultants	326.96	37,530.41	40,000.00	2,469.59	93.83
Security	4,960.00	29,714.04	29,000.00	(714.04)	102.46
Web Design Consultant	0.00	84,474.82	94,325.00	9,850.18	89.56
Proposals (Ballot)	0.00	18,020.34	90,000.00	71,979.66	20.02
Total	\$ 7,792.05	\$ 235,072.01	\$ 342,925.00	107,852.99	68.55
Insurance and Claims					
Library Property Insurance	\$ 0.00	\$ 188,228.44	\$ 200,000.00	11,771.56	94.11
Flood Insurance	0.00	33,497.00	29,600.00	(3,897.00)	113.17
Vehicle Insurance	0.00	45,716.00	45,716.00	0.00	100.00
LBOC Liability	0.00	4,574.00	4,676.00	102.00	97.82
General Liability	0.00	26,738.00	26,880.00	142.00	99.47
Total	\$ 0.00	\$ 298,753.44	\$ 306,872.00	8,118.56	97.35
Operating Supplies					
Office Supplies	\$ 3,077.50	\$ 21,237.95	\$ 33,000.00	11,762.05	64.36
Bank Service Charges	1,416.12	11,295.47	17,200.00	5,904.53	65.67
Book Preparation Supplies	3,257.34	27,407.00	49,000.00	21,593.00	55.93
Computer/Printer Supplies	10,380.41	81,716.11	112,000.00	30,283.89	72.96
Programming Supplies	908.32	7,473.84	11,220.00	3,746.16	66.61
Total	\$ 19,039.69	\$ 149,130.37	\$ 222,420.00	73,289.63	67.05
Travel and Continuing Education					
Staff Travel - Local	\$ 681.36	\$ 13,331.03	\$ 22,000.00	8,668.97	60.60
Library In-service Training	29.45	1,067.73	12,000.00	10,932.27	8.90
Conventions & Seminars	3,794.54	20,452.14	35,000.00	14,547.86	58.43
Total	\$ 4,505.35	\$ 34,850.90	\$ 69,000.00	34,149.10	50.51

St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eight Months Ending August 31, 2025

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	<u>Current</u> <u>Period</u> <u>Actual</u>	<u>Year to</u> <u>Date Actual</u>	<u>Yearly</u> <u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD</u> <u>Actual</u> <u>to YTD</u> <u>Budget</u>
Public Relations/Programming					
Summer Reading Program	\$ 2,280.96	\$ 34,663.97	\$ 50,000.00	15,336.03	69.33
Summer Reading T-shirts	0.00	6,938.92	8,000.00	1,061.08	86.74
Adult Programming	5,923.12	27,604.17	39,000.00	11,395.83	70.78
Young Adult Programming	110.27	14,297.45	17,000.00	2,702.55	84.10
Juvenile Programming	6,968.86	14,091.46	22,500.00	8,408.54	62.63
Total	\$ 15,283.21	\$ 97,595.97	\$ 136,500.00	38,904.03	71.50
Capital Outlay-Non-Book Acq					
Landscape Additions	\$ 2,010.00	\$ 30,323.95	\$ 46,000.00	15,676.05	65.92
Imp Phys Plant	0.00	13,710.00	90,000.00	76,290.00	15.23
Office Equip, Furn & Shelving	404.68	10,719.81	30,000.00	19,280.19	35.73
PC Network	147.45	133,033.26	133,000.00	(33.26)	100.03
Integrated Lib Automation Sys	0.00	3,025.06	9,000.00	5,974.94	33.61
Cameras	0.00	773.91	3,000.00	2,226.09	25.80
Audio/Visual Equipment	0.00	78.98	28,033.00	27,954.02	0.28
Total	\$ 2,562.13	\$ 191,664.97	\$ 339,033.00	147,368.03	56.53
Capital Outlay-Library Res. Acq.					
Adult Books	\$ 17,487.81	\$ 132,289.96	\$ 205,000.00	72,710.04	64.53
Lease/Purchase Books	0.00	10,966.20	11,400.00	433.80	96.19
Juvenile Books	8,605.57	51,720.37	105,000.00	53,279.63	49.26
Young Adults	536.45	4,754.70	15,000.00	10,245.30	31.70
Music Recordings	714.15	1,636.60	2,500.00	863.40	65.46
Adult Reference	10,215.45	67,335.44	111,000.00	43,664.56	60.66
Juvenile Reference	0.00	34,140.16	45,000.00	10,859.84	75.87
Periodicals	6,889.62	47,643.02	50,000.00	2,356.98	95.29
Audio Recordings	192.97	5,755.42	16,100.00	10,344.58	35.75
Video Recordings	8,246.97	32,630.05	54,000.00	21,369.95	60.43
Genealogy	1,031.69	3,081.23	7,000.00	3,918.77	44.02
Microfilm	0.00	2,493.00	2,500.00	7.00	99.72
Downloadable Media	27,928.33	268,617.16	425,000.00	156,382.84	63.20
CD/Software	507.15	43,579.85	65,000.00	21,420.15	67.05
Internet Database Subscription	8,990.58	229,360.99	333,000.00	103,639.01	68.88
Total	\$ 91,346.74	\$ 936,004.15	\$ 1,447,500.00	511,495.85	64.66
Capital Expenditures					
Mandeville Capital - Parish	\$ 0.00	\$ 196,000.00	\$ 196,000.00	0.00	100.00
Outreach Vehicle	0.00	64,966.50	65,000.00	33.50	99.95

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St. Tammany Parish Library-General Fund
Schedule of Expenditures
For the Eight Months Ending August 31, 2025

	<u>Current</u> <u>Period</u> <u>Actual</u>	<u>Year to</u> <u>Date Actual</u>	<u>Yearly</u> <u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>YTD</u> <u>Actual</u> <u>to YTD</u> <u>Budget</u>
Total	\$ 0.00	\$ 260,966.50	\$ 261,000.00	33.50	99.99

St. Tammany Parish Library 2025 Fall Budget Amendment

Introduction

This is a brief explanation of the differences in revenue and expenditure forecasts between the 2025 Spring Budget and the 2025 Fall Budget Amendment. It is best read alongside the budget spreadsheet and changes on that spreadsheet are highlighted in yellow.

2025 Revenue

In 2025, the St. Tammany Parish Library will operate on revenue of \$13,575,112. We have received an additional \$220,903 in Ad Valorem taxes and \$689 in State Revenue Sharing over what we budgeted in the Spring. The fines and fees line have been adjusted upwards to match the trend over the last year. The Interest Income line has been adjusted upwards based on the trend from the first half of the year. The Donations line has been adjusted upwards as we expect funding from the Library foundation for our maker's space equipment. Miscellaneous income was added to show the result of the surplus auction. Summer reading t-shirt sales have been matched to actual receipts for the year. Overall, there is an increase of \$258,900 in revenue.

2025 Expenditures

We produced the 2025 Budget in July of 2024. This budget amendment adjusts based on how the library ended the 2024 fiscal year, on increased supply costs, on the performance of the budget through the first 8 months of the 2025 year, and on planned. Most of the increases and decreases you will see in the individual budget lines will be due to these activities. Each section in the budget is detailed below with an explanation.

- **Library Salaries** – This line is being reduced as we did not give a cost of living raise this year and we have had several open positions throughout the year.
- **Employee Benefits** – The FICA line is increased as we have filled more of our part time positions. The retirement contributions line is decreased as we did not give a cost of living raise this year and the open positions we have had throughout the year. The health insurance cost line is reduced to less full-time positions being filled throughout the year.
- **Operating Services** – The Promotional Production line is increased to replenish library logo materials in preparation for our busy outreach season that happens in the fall.
- **Printing, Duplicating, and Binding** – There are no changes to these lines.
- **Utilities** – We have increased the Electricity line as it has been a hot summer and we were not able to accurately predict the amount of electricity needed for our new mobile library facility.

- **Communications** – The Voice line was reduced too much in the original 2025 budget – this was adjusted somewhat at the Spring amendment but we now feel this number is correct.
- **Lease Expense** – The building lease expense is adjusted for the administrative office as the lease goes up a bit each year based on the consumer price index and also the triple net costs for both our leases went up because of taxes and insurance.
- **Maintenance of Property and Equipment** – Custodial and Janitorial line is going up due to the rise in cleaning supply costs. The maintenance supply line is increased as we now have the 5th maintenance employee and we are able to accomplish more projects. The vehicle repair line is increased as we had to make major repairs to our box truck delivery vehicle. Network utility software line is further reduced as additional software charges are now spread across the year correctly by the auditor.
- **Maintenance Services** –Physical plant maintenance is increased to include tree trimming, fire extinguisher replacement parking lot restriping, and window repair at Madisonville. Plumbing, heating, and air conditioning is increased to purchase an insulated cover for the backflow preventor at Covington. Termite contract is increased as I we reduced this line too much at the last amendment.
- **Professional Services** –Consultants is increased to cover the potential hiring of a consultant to help in the director search and also help with furniture selection for Mandeville and library functional evaluations for Lacombe and Slidell. Security is increased as we have had off duty police at South Slidell in the afternoons, we plan to continue this through the end of the year. The Mover's line is increased to match the quotes we received to move IT to the technical services building. The Proposals Ballot line is reduced based on the actual bill.
- **Insurance and Claims** – Flood Insurance is increased due to higher rates across the area – the line has been matched to the invoice we received from Parish Government.
- **Operating Supplies** –Computer Printer Supplies have increased as we heard from the state contract vendor that toner cartridges were going up based on tariffs.
- **Travel and Continuing education** –There are no changes made to these lines.
- **Public Relations/Programming** –Summer reading T-shirts are increased so we can purchase samples for next year. Adult Programming is increased to reflect the cost of the fall concerts that the Friends of the Slidell Library will Sponsor and pay for. Juvenile Programming line is increased so that the play date materials can be replaced and refreshed.
- **Non-Book Acquisitions** –Landscaping additions is increased to reflect the money granted to us by Keep Slidell Beautiful for magnolia trees. Improvements to Physical plant is increased to cover the cost of a generator and installation for our technical services building. Office equipment Furniture and Shelving is increased to cover

computer chair replacement, reholstering chairs at South Slidell and purchasing and installing a cargo lift for Madisonville so that items can more safely be transported to the attic. PC network is increased to replace printers where the ink has gotten too expensive, and the wireless access point at Mandeville. We will also need to purchase two new switches for the servers for when IT moves to technical services. The Audio-Visual line is increased so that we can purchase some replacement parts for items that are used during LBOC meetings.

- **Library Resource Acquisitions** – Adult books line is increasing as the mobile library is now an extra branch for adult books to cover and tariffs have affected the costs of books. Juvenile books and Adult reference are increasing as books are now costing more due to tariffs. Video recordings is increasing as we are now buying classic films and tv for the mobile library. Electronic/Downloadable media is increased due to higher demand for downloadable materials. Internet databases is decreased as we discontinued three databases that the cost per search ratio no longer made sense.
- **Long Term Capital Expenditures** – Capital Sent to Parish line is increased so that we can take advantage of all of the additional ad valorem that we have received since the last amendment and send it to the Parish as we will not receive capital money after this year and we want to ensure there is enough funding for all of our capital projects.

Savings

Any unused money at the end of the year becomes Prior Years' Operating Revenue. The cash on hand or savings as of December 31, 2024, as was audited was \$6,317,694. The cash number is adjusted downward in this amendment to match this number. This figure is less than half of one year's worth of operating revenue. These savings are dedicated to very specific purposes.

- Operational reserves are needed to run the library until we receive our first significant portion of our millage from the Parish.
- Disaster and emergency funds cover our insurance deductibles and any repairs and clean-up that may be needed in the event of a disaster.
- Dedications for Lacombe, Mandeville, and Slidell furniture projects. These funds are not currently budgeted for the 2025 year.
- Removal of the dedications for Outreach Vehicle and Millage election as these costs are currently part of the operational budget without having to use savings.
- Reserved amounts for health claims and 4th quarter retirement that come due within the first two weeks of each year. This is not budgeted to be spent in 2025.
- A proposed dedication for Capital Contingency as we do not have estimates on the Lacombe or Slidell projects. This would not be budgeted to be spent, but dedicated in case we need it. We are adjusting this number downwards so that all of our savings can be assigned.

Budget Analysis

We are forecasting an increase in revenue of \$258,900 due primarily to more ad valorem funds and an increase in Interest Income and donations. The 2025 Fall Budget Amendment shows an increase in expenditures of \$258,900 due to us sending all of the additional ad valorem revenue to the Parish to be used for Capital Projects. The budget is balanced with \$82 left unbudgeted.

Conclusion

Each library department was allocated the funds to enable their plans for the remainder of the 2025 fiscal year. I am confident that we have adequate funds to meet our goals.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kelly LaRocca". The ink is dark and the signature is fluid, with the first and last names being clearly legible.

Kelly LaRocca
Director

2025 Spring Amendment

		9/11/2025	2021 Budget Actual	2022 Budget Actual	2023 Budget Actual	2024 Budget Actual	2025 Budget Original	2025 Budget Spring Amend	Amendment	2025 Budget Fall Amend
REVENUE										
	405	Ad Valorem Taxes (received)	\$11,300,475.73	11,494,947.88	11,823,150.21	12,474,891.98	\$ 12,500,000	\$ 12,729,269	\$ 220,903	\$ 12,950,171
	410	State Revenue Sharing	\$251,600.00	251,600.00	258,515.31	264,302.04	\$ 264,302	\$ 268,884	\$ 689	\$ 269,573
	415	Fines/Fees	\$49,665.48	70,486.86	75,471.23	96,264.58	\$ 99,500	\$ 99,500	\$ 2,985	\$ 102,485
	416	LA Library Grant - ARPA	\$47,065.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -
	417	Grants	\$0.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -
	418	LEH Grant	\$2,700.00	2,400.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -
	420	Interest Income	\$1,141.66	38,715.49	185,805.65	198,220.95	\$ 179,000	\$ 184,370	\$ 7,375	\$ 191,745
	425	Donations	\$9,055.59	33,302.89	61,165.51	23,775.53	\$ 30,000	\$ 32,016	\$ 25,818	\$ 57,834
	430	Miscellaneous Income	\$0.00	14,840.11	0.21	4,898.55	\$ -	\$ 54	\$ 1,250	\$ 1,304
	450	Summer Reading T-shirt Sales	\$1,267.40	1,316.77	2,118.98	1,409.68	\$ 2,120	\$ 2,120	\$ (120)	\$ 2,000
		TOTAL REVENUE	\$11,662,970.86	11,907,610.00	12,406,227.10	13,063,763.31	\$ 13,074,922	\$ 13,316,212	\$ 258,900	\$ 13,575,112
EXPENDITURES										
LIBRARY ADMINISTRATION										
		PERSONNEL SALARIES								
	503	Library Salaries	\$4,846,642.94	5,005,221.13	5,263,285.57	5,500,854.22	\$ 6,090,000	\$ 6,090,000	\$ (270,720)	\$ 5,819,280
		TOTAL	\$4,846,642.94	5,005,221.13	5,263,285.57	5,500,854.22	\$ 6,090,000	\$ 6,090,000	\$ (270,720)	\$ 5,819,280
EMPLOYEE BENEFITS										
	511	FICA/Medicare Tax	\$104,917.88	111,512.98	119,802.99	121,201.92	\$ 134,000	\$ 134,000	\$ 1,340	\$ 135,340
	512	Retirement Contributions	\$511,260.09	489,982.62	512,866.56	541,992.08	\$ 577,480	\$ 577,480	\$ (23,000)	\$ 554,480
	513	Health Insurance/Insurance	\$412,118.33	440,256.79	380,065.68	314,454.71	\$ 390,000	\$ 390,000	\$ (9,000)	\$ 381,000
	514	Health Trust	\$1,181,116.17	804,090.69	1,395,030.65	1,089,089.98	\$ 1,197,000	\$ 1,197,000	\$ -	\$ 1,197,000
	515	Workers' Compensation/Unemployment Claims	\$6,318.11	31,416.00	14,901.40	21,625.36	\$ 32,000	\$ 26,000	\$ -	\$ 26,000
	516	Employee Miscellaneous	\$2,136.60	854.42	600.60	877.18	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
		TOTAL	\$2,217,867.18	1,878,113.50	2,423,267.88	2,089,241.23	\$ 2,331,480	\$ 2,325,480	\$ (30,660)	\$ 2,294,820
OPERATING SERVICES										
	601	Publication of Legal Notices	\$3,473.25	4,166.54	15,505.20	5,846.27	\$ 13,500	\$ 13,500	\$ -	\$ 13,500
	603	Membership Dues	\$5,901.48	7,045.00	7,499.65	5,987.57	\$ 7,500	\$ 6,000	\$ -	\$ 6,000
	604	Advertising	\$18,765.19	24,385.41	31,480.57	23,267.44	\$ 36,000	\$ 51,000	\$ -	\$ 51,000
	607	Signage	\$3,406.00	3,498.62	642.10	1,066.38	\$ 4,000	\$ 2,000	\$ -	\$ 2,000
	608	Promotional Production	\$6,664.15	19,902.10	14,898.97	14,941.12	\$ 20,000	\$ 20,000	\$ 2,000	\$ 22,000
		TOTAL	\$38,210.07	58,997.67	70,026.49	51,108.78	\$ 81,000	\$ 92,500	\$ 2,000	\$ 94,500
		PRINTING, DUPLICATING & BINDING								
	611	Printing	\$8,918.93	11,998.47	12,786.17	12,886.49	\$ 19,500	\$ 15,500	\$ -	\$ 15,500
	613	Book Binding	\$0.00	3,840.20	2,544.95	4,437.40	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
	615	Patron Cards	\$3,380.90	0.00	4,959.70	4,693.52	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
		TOTAL	\$12,299.83	15,838.67	20,290.82	22,017.41	\$ 29,500	\$ 25,500	\$ -	\$ 25,500
		UTILITIES								
	621	Electricity	\$237,246.80	316,933.90	284,245.50	260,506.47	\$ 287,220	\$ 293,220	\$ 11,730	\$ 304,950
	622	Gas	\$2,376.75	2,474.76	2,299.09	2,258.38	\$ 3,250	\$ 3,250	\$ -	\$ 3,250
	623	Water	\$31,790.45	35,776.99	46,073.45	42,332.04	\$ 45,000	\$ 45,000	\$ -	\$ 45,000
		TOTAL	\$271,414.00	355,185.65	332,618.04	305,096.89	\$ 335,470	\$ 341,470	\$ 11,730	\$ 353,200
		COMMUNICATIONS								
	625	Postage	\$5,720.78	10,899.72	14,459.39	14,289.76	\$ 21,000	\$ 21,000	\$ -	\$ 21,000

2025 Spring Amendment

	9/11/2025	2021 Budget Actual	2022 Budget Actual	2023 Budget Actual	2024 Budget Actual	2025 Budget Original	2025 Budget Spring Amend	Amendment	2025 Budget Fall Amend
626	Voice Line (Regular Phone Service)	\$85,081.73	83,668.72	77,627.21	61,430.89	\$ 44,000	\$ 47,080	\$ 5,180	\$ 52,260
627	Data Line (Internet-Network)	\$45,300.00	45,295.00	41,470.26	30,323.34	\$ 31,300	\$ 31,300	\$ -	\$ 31,300
630	Courier/Shipping	\$190.93	238.20	515.35	234.15	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
	TOTAL	\$136,293.44	140,101.64	134,072.21	106,278.14	\$ 97,300	\$ 100,380	\$ 5,180	\$ 105,560
	LEASE EXPENSE								
634	Building	\$300,508.74	310,941.75	318,045.64	319,043.98	\$ 333,000	\$ 333,000	\$ 9,100	\$ 342,100
636	Equipment	\$7,750.69	5,096.96	4,970.03	2,742.31	\$ 6,000	\$ 6,000	\$ -	\$ 6,000
638	Vehicle	\$0.00	0.00	2,647.96	0.00	\$ 2,750	\$ 2,750	\$ -	\$ 2,750
	TOTAL	\$308,259.43	316,038.71	325,663.63	321,786.29	\$ 341,750	\$ 341,750	\$ 9,100	\$ 350,850
	MAINTENANCE OF PROPERTY & EQUIP.								
641	Custodial & Janitorial	\$207,731.07	208,585.74	212,056.10	213,598.44	\$ 215,000	\$ 215,000	\$ 8,600	\$ 223,600
643	Grounds/Lawn Maintenance	\$82,000.00	80,224.00	84,861.00	79,983.07	\$ 85,000	\$ 85,000	\$ -	\$ 85,000
645	Maintenance supplies	\$6,978.24	8,973.74	9,972.57	8,638.32	\$ 10,000	\$ 10,000	\$ 2,500	\$ 12,500
652	Fuel and lube	\$23,295.56	39,891.89	32,787.02	25,759.97	\$ 35,000	\$ 33,000	\$ -	\$ 33,000
654	Vehicle repairs	\$6,138.54	3,821.26	14,567.55	9,719.70	\$ 10,000	\$ 10,000	\$ 2,000	\$ 12,000
658	Small Tools & Supplies	\$2,895.48	2,958.04	2,988.96	2,793.53	\$ 3,000	\$ 3,000	\$ -	\$ 3,000
660	Office machine and equip. repair	\$1,557.88	974.68	504.92	718.52	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
661	Network Utility Software	\$68,859.01	172,971.54	155,507.60	156,299.73	\$ 228,250	\$ 128,250	\$ (20,000)	\$ 108,250
662	OCLC Cost	\$28,249.86	28,026.94	30,649.09	31,820.27	\$ 32,000	\$ 32,000	\$ -	\$ 32,000
663	Polaris Maintenance	\$51,939.66	51,978.19	53,635.61	54,914.33	\$ 55,000	\$ 55,000	\$ -	\$ 55,000
664	P C Network maintenance and repair	\$7,865.00	6,778.22	5,875.00	9,533.80	\$ 11,500	\$ 11,500	\$ -	\$ 11,500
669	Disaster Recovery Costs	\$30,726.50	0.00	0.00	35,708.64	\$ 10,000	\$ 10,000	\$ 6,000	\$ 16,000
	TOTAL	\$518,236.80	605,184.24	603,405.42	629,488.32	\$ 695,750	\$ 593,750	\$ (900)	\$ 592,850
	MAINTENANCE SERVICES (Buildings)								
671	Physical Plant	\$114,819.68	147,981.76	176,994.78	139,939.63	\$ 160,000	\$ 160,000	\$ 45,000	\$ 205,000
672	Plumbing, Heating, & Air Conditioning	\$57,605.29	66,491.54	66,494.36	65,834.29	\$ 66,500	\$ 66,500	\$ 7,500	\$ 74,000
673	Electrical	\$5,973.18	7,798.31	16,998.60	12,789.32	\$ 13,000	\$ 13,000	\$ -	\$ 13,000
674	Sanitation	\$8,370.63	8,957.58	10,415.68	11,999.75	\$ 12,000	\$ 12,000	\$ -	\$ 12,000
675	Pest Control	\$6,698.00	6,140.00	7,190.00	7,500.00	\$ 7,550	\$ 7,550	\$ -	\$ 7,550
676	Termite Contracts	\$3,228.00	8,009.00	2,915.00	2,945.00	\$ 4,555	\$ 3,000	\$ 300	\$ 3,300
678	Carpet Cleaning	\$4,870.00	14,998.98	17,590.00	17,565.00	\$ 18,000	\$ 18,000	\$ -	\$ 18,000
	TOTAL	\$201,564.78	260,377.17	298,598.42	258,572.99	\$ 281,605	\$ 280,050	\$ 52,800	\$ 332,850
	Professional Services								
680	Payroll Service Fees	\$26,366.03	33,901.31	37,555.26	39,688.95	\$ 38,600	\$ 38,600	\$ -	\$ 38,600
682	Legal	\$0.00	0.00	11,869.20	0.00	\$ -	\$ -	\$ -	\$ -
683	Financial	\$36,384.06	39,023.87	50,811.44	48,317.90	\$ 51,000	\$ 51,000	\$ -	\$ 51,000
684	Architectural	\$0.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -
685	Consultants	\$38,090.24	83,160.48	89,998.23	66,595.62	\$ 40,000	\$ 40,000	\$ 60,000	\$ 100,000
686	Security	\$6,843.77	7,570.82	13,766.82	7,108.68	\$ 14,000	\$ 29,000	\$ 20,000	\$ 49,000
687	Web Design Consultant	\$66,511.44	79,693.35	89,789.97	87,893.52	\$ 94,325	\$ 94,325	\$ -	\$ 94,325
688	Movers	\$ -	0.00	15,437.66	16,000.00	\$ -	\$ -	\$ 15,000	\$ 15,000
689	Proposals (Ballot)	\$ -	0.00	0.00	0.00	\$ 250,000	\$ 90,000	\$ (71,000)	\$ 19,000
	TOTAL	\$174,195.54	243,349.83	309,228.58	265,604.67	\$ 487,925	\$ 342,925	\$ 24,000	\$ 366,925
	INSURANCE & CLAIMS								
692	Library Property	\$135,438.08	132,637.21	145,499.86	199,811.83	\$ 200,000	\$ 200,000	\$ -	\$ 200,000
694	Flood insurance	\$22,163.00	23,424.00	25,916.00	29,563.00	\$ 29,600	\$ 29,600	\$ 4,000	\$ 33,600
696	Vehicle Insurance	\$36,450.00	42,860.00	31,275.36	38,460.00	\$ 42,107	\$ 45,716	\$ -	\$ 45,716

2025 Spring Amendment

		9/11/2025	2021 Budget Actual	2022 Budget Actual	2023 Budget Actual	2024 Budget Actual	2025 Budget Original	2025 Budget Spring Amend	Amendment	2025 Budget Fall Amend
	698	LBOC Liability	\$4,076.00	4,076.00	1,940.00	4,607.33	\$ 4,676	\$ 4,676	\$ -	\$ 4,676
	699	Gen Liability	\$20,641.00	15,054.00	25,100.64	25,678.00	\$ 25,680	\$ 26,880	\$ -	\$ 26,880
		TOTAL	\$218,768.08	218,051.21	229,731.86	298,120.16	\$ 302,063	\$ 306,872	\$ 4,000	\$ 310,872
MATERIALS AND SUPPLIES										
		OPERATING SUPPLIES								
	701	Office Supplies	\$18,984.26	31,300.98	32,995.28	32,460.34	\$ 33,000	\$ 33,000	\$ -	\$ 33,000
	702	Bank Service Charges	\$15,113.22	15,699.20	15,568.17	17,114.58	\$ 16,500	\$ 17,200	\$ -	\$ 17,200
	703	Book Preparation Supplies	\$36,803.34	41,739.05	46,688.48	46,999.33	\$ 49,000	\$ 49,000	\$ -	\$ 49,000
	704	Computer/Printer Supplies	\$61,301.07	61,918.90	78,742.54	85,274.36	\$ 100,000	\$ 112,000	\$ 8,000	\$ 120,000
	705	Programming Supplies	\$6,672.31	7,887.23	8,387.55	9,455.39	\$ 11,000	\$ 11,220	\$ -	\$ 11,220
		TOTAL	\$138,874.20	158,545.36	182,382.02	191,304.00	\$ 209,500	\$ 222,420	\$ 8,000	\$ 230,420
		TRAVEL & CONTINUING EDUCATION								
	710	Mileage Reimbursement	\$12,592.98	21,899.16	19,509.56	21,862.81	\$ 22,000	\$ 22,000	\$ -	\$ 22,000
	712	Library In-service Training	\$985.00	11,459.26	8,981.49	4,982.30	\$ 12,000	\$ 12,000	\$ -	\$ 12,000
	714	Conventions/Seminars	\$29,892.00	64,771.20	33,944.72	19,706.04	\$ 35,000	\$ 35,000	\$ -	\$ 35,000
		TOTAL	\$43,469.98	98,129.62	62,435.77	46,551.15	\$ 69,000	\$ 69,000	\$ -	\$ 69,000
		PUBLIC RELATIONS/PROGRAMMING								
	724	Summer Reading Program	\$26,687.81	45,000.00	44,955.26	44,402.02	\$ 50,000	\$ 50,000	\$ -	\$ 50,000
	725	Summer Reading T-shirts	\$5,191.17	5,519.64	6,575.59	6,290.63	\$ 8,000	\$ 8,000	\$ 350	\$ 8,350
	726	Adult Programming	\$24,673.99	35,924.44	38,832.18	35,812.40	\$ 39,000	\$ 39,000	\$ 3,000	\$ 42,000
	727	Young Adult Programming	\$11,434.10	21,189.10	14,994.21	14,888.50	\$ 17,000	\$ 17,000	\$ -	\$ 17,000
	728	Juvenile Programming	\$11,689.70	34,240.17	19,998.10	12,473.61	\$ 22,500	\$ 22,500	\$ 3,000	\$ 25,500
	729	LEH Grant	\$2,719.65	601.80	1,800.00	0.00	\$ -	\$ -	\$ -	\$ -
		TOTAL	\$82,396.42	142,475.15	127,155.34	113,867.16	\$ 136,500	\$ 136,500	\$ 6,350	\$ 142,850
CAPITAL OUTLAY										
		NON-BOOK ACQUISITIONS								
	805	Landscaping Additions	\$19,972.80	32,054.76	33,572.29	63,452.06	\$ 46,000	\$ 46,000	\$ 6,000	\$ 52,000
	810	Improvements to Physical Plant	\$56,136.00	141,084.05	65,986.50	106,889.73	\$ 90,000	\$ 90,000	\$ 65,000	\$ 155,000
	815	Vehicles	\$0.00	27,841.26	61,475.54	42,632.37	\$ -	\$ -	\$ -	\$ -
	820	Office Equipment/Furniture & Shelving	\$104,778.31	124,035.77	89,836.78	55,673.10	\$ 30,000	\$ 30,000	\$ 43,117	\$ 73,117
	825	Telephones and Telephone System	\$0.00	0.00	0.00	11,896.97	\$ -	\$ -	\$ -	\$ -
	831	Leasehold Improvements	\$0.00	0.00	0.00		\$ -	\$ -	\$ -	\$ -
	833	ARPA Expense	\$47,064.48	0.00		0.00	\$ -	\$ -	\$ -	\$ -
	834	PC Network	\$130,157.31	155,919.15	164,278.65	162,102.66	\$ 133,000	\$ 133,000	\$ 18,500	\$ 151,500
	840	Integrated Library Automation Sys.	\$988.00	0.00	11,229.91	6,726.02	\$ 9,000	\$ 9,000	\$ -	\$ 9,000
	842	Audio/Visual Equipment	\$5,019.59	5,398.49	2,140.00	102,849.90	\$ 20,000	\$ 28,033	\$ 3,000	\$ 31,033
	898	Cameras	\$0.00	0.00	0.00	5,958.00	\$ 3,000	\$ 3,000	\$ (1,500)	\$ 1,500
		TOTAL	\$364,116.49	486,333.48	428,519.67	558,180.81	\$ 331,000	\$ 339,033	\$ 134,117	\$ 473,150
		LIBRARY RESOURCE ACQUISITIONS								
	851	Adult Books	\$192,514.49	214,115.48	220,913.46	204,785.67	\$ 205,000	\$ 205,000	\$ 30,000	\$ 235,000
	852	Lease/Purchase Books	\$18,363.24	18,363.24	18,203.89	10,966.20	\$ 11,400	\$ 11,400	\$ -	\$ 11,400
	853	Juvenile Books	\$102,219.33	103,646.73	98,074.59	104,999.40	\$ 105,000	\$ 105,000	\$ 5,000	\$ 110,000
	855	Young Adult	\$13,311.08	14,017.10	13,206.60	14,504.18	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
	858	Music Recordings	\$3,483.84	4,051.12	2,356.69	2,411.19	\$ 2,500	\$ 2,500	\$ -	\$ 2,500
	861	Adult Reference	\$96,698.32	101,940.22	110,390.92	110,632.40	\$ 111,000	\$ 111,000	\$ 5,000	\$ 116,000
	863	Juvenile Reference	\$37,993.45	42,066.11	44,314.69	44,720.57	\$ 45,000	\$ 45,000	\$ -	\$ 45,000
	872	Periodicals	\$43,597.63	45,613.03	48,892.36	49,425.37	\$ 50,000	\$ 50,000	\$ -	\$ 50,000

2025 Spring Amendment

		9/11/2025	2021 Budget Actual	2022 Budget Actual	2023 Budget Actual	2024 Budget Actual	2025 Budget Original	2025 Budget Spring Amend	Amendment	2025 Budget Fall Amend
	883	Audio Recordings (Books)	\$18,729.03	12,542.97	12,098.64	9,871.58	\$ 10,100	\$ 16,100	\$ -	\$ 16,100
	885	Video Recordings	\$51,627.62	69,242.99	62,285.35	56,244.78	\$ 60,000	\$ 54,000	\$ 3,000	\$ 57,000
	886	Genealogy	\$4,325.61	6,484.60	4,999.65	6,944.89	\$ 7,000	\$ 7,000	\$ -	\$ 7,000
	887	Digital Microfilm	\$675,766.00	15,000.00	5,867.00	2,500.00	\$ 2,500	\$ 2,500	\$ -	\$ 2,500
	891	Electronic /Downloadable Media	\$338,223.68	470,508.25	440,068.42	419,688.21	\$ 415,000	\$ 425,000	\$ 50,000	\$ 475,000
	892	CDROM/Software	\$100,851.45	83,859.06	64,893.40	61,841.42	\$ 65,000	\$ 65,000	\$ -	\$ 65,000
	893	Internet Database Subscriptions	\$254,173.01	262,310.63	324,585.51	310,127.42	\$ 333,000	\$ 333,000	\$ (10,000)	\$ 323,000
		TOTAL	\$1,951,877.78	1,463,761.53	1,471,151.17	1,409,663.28	\$ 1,437,500	\$ 1,447,500	\$ 83,000	\$ 1,530,500
		LONG-TERM CAPITAL EXPENDITURES								
	894	Capital - Send to Parish	\$0.00	0.00	0.00	0.00	\$ -	\$ 196,000	\$ 220,903	\$ 416,903
	895	Outreach FF & E	\$ -	0.00	0.00	15,966.26	\$ -	\$ -	\$ -	\$ -
	896	Outreach Vehicle	\$ -	0.00	0.00	120,393.00	\$ 65,000	\$ 65,000	\$ -	\$ 65,000
	897	Outreach Opening Day Collection	\$ -	0.00	0.00	59,977.75	\$ -	\$ -	\$ -	\$ -
	898	Causeway FF & E				130,000.00	\$ -	\$ -	\$ -	\$ -
	899	Covington FF&E and Acoustic work				48,263.70	\$ -	\$ -	\$ -	\$ -
		Total	\$ -	0.00	0.00	374,600.71	\$ 65,000	\$ 261,000	\$ 220,903	\$ 481,903
		TOTAL EXPENDITURES	\$11,524,486.96	11,445,704.56	12,281,832.89	12,542,336.21	\$ 13,322,343	\$ 13,316,130	\$ 258,900	\$ 13,575,030
		SAVINGS / (EXCESS EXPENDITURES)	\$138,483.90	461,905.44	124,394.21	521,427.10	\$ (247,421)	\$ 82	\$ (0)	\$ 82

	Savings Year End 2024	Difference	Savings projected Year end 2025
Prior Years' Operating Revenue (Savings) audited	\$ 6,317,694	\$ 22	\$ 6,317,716
Dedications			
Dedicated for Operational Reserves	\$ 2,500,000	\$ -	\$ 2,500,000
Dedicated for Disaster / Emergency Funds	\$ 1,475,000	\$ -	\$ 1,475,000
Dedicated for Mandeville Furniture	\$ 270,000	\$ -	\$ 270,000
Dedicated for Slidell Furniture	\$ 700,000	\$ -	\$ 700,000
Dedication for Lacombe FF&E	\$ 250,000	\$ -	\$ 250,000
Reserved to pay 4th Quarter retirement	\$ 249,786	\$ -	\$ 249,786
Reserved to pay Health Claims from runout	\$ 249,919	\$ -	\$ 249,919
Dedication to Capital Contingency	\$ 675,000	\$ (51,988)	\$ 623,012
Total Dedicated or Reserved	\$ 6,369,704		\$ 6,317,716
Unassigned Savings	\$ (52,010)		\$ (0)



St. Tammany Parish Library Board of Control
Resolution No. 25-020
FISCAL YEAR 2025 OPERATIONAL BUDGET – FALL BUDGET AMENDMENT - ADOPTION RESOLUTION
September 22, 2025

SPONSOR: CHARLES BRANTON

A resolution amending the St. Tammany Parish Library Operational Budget for the fiscal year 2025 ending December 31, 2025.

WHEREAS, The St. Tammany Parish Library Board of Control has been presented with the Fall Budget Amendment for the Operational Budget for the 2025 fiscal year; and

WHEREAS, notice of that Fall Budget Amendment for the Operational Budget was announced by publication of the September 22, 2025 Meeting Agenda; and

WHEREAS, the Board of Control has considered the proposed Fall Budget Amendment, and has heard and considered public comment on the proposed budget amendment; and

WHEREAS, the Board of Control has determined that the proposed Fall Budget Amendment accurately represents the amount of money necessary for improving, maintaining, and operating the St. Tammany Parish Library for the 2025 fiscal year.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Board of Control of the St. Tammany Parish Library hereby approves and adopts the Fall Budget Amendment, as proposed, and attached hereto, and hereby declares the total amount of the budget as reported, to be necessary for the operation, support, improvement, and maintenance of the Library for fiscal year 2025.

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE, THE VOTE THEREON WAS AS FOLLOWS:

Moved for adoption by _____ and seconded by _____,

YEAS:

NAYS:

ABSENT:

ABSTAIN:

AND THIS RESOLUTION WAS DECLARED DULY ADOPTED ON THIS DAY THE 22nd DAY OF SEPTEMBER 2025 AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Charles Branton, Board President

ADMINISTRATIVE OFFICE
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ABITA SPRINGS (985) 893-6285

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SLIDELL (985) 646-6470

SOUTH SLIDELL (985) 781-0099



St. Tammany Parish Library Board of Control

Resolution No. 25-021

Resolution to Establish and Appoint Members to the Personnel Committee

September 22, 2025

SPONSOR: CHARLES BRANTON

WHEREAS, the Library Board of Control has received the resignation of its Library Director, Kelly LaRocca; and

WHEREAS, the Library Board of Control understands that it must search, locate and hire a new Library Director;

WHEREAS, it is necessary to create a Personnel Committee in accordance with Section 115 and other applicable provisions of the Rules and Regulations;

NOW THEREFORE BE IT RESOLVED that the St. Tammany Parish Library Board of Control hereby establishes a Personnel Committee pursuant to Section 115 and any other provisions of the Rules and Regulations. This committee shall be made up of 3 members designated by the Board President. This committee shall have the authority to conduct the search process, including but not limited to establishing, posting and advertising the job description and setting a salary range and qualifications for the position of Library Director, gathering, reviewing and vetting curriculum vitae, setting up interviews and conducting such other activities as needed to search for a new Library Director.

NONETHLESS, the decision to hire a new Library Director **shall be made by the full Library Board of Control at a public hearing.**

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE ON THE 22nd DAY OF SEPTEMBER, 2025, THE VOTE THEREON WAS AS FOLLOWS:

Moved for adoption by _____ and seconded by _____,

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YEAS:

NAYS:

ABSENT:

ABSTAIN:

AND THIS RESOLUTION WAS DECLARED DULY ADOPTED ON THE 22nd DAY OF SEPTEMBER 2025, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Charles Branton, Board President

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St. Tammany Parish Library Board of Control

Resolution No. 25-022

Resolution to Appoint an Interim Director of the St. Tammany Parish Library

September 22nd, 2025

SPONSOR: PRESIDENT COOPER

WHEREAS, the current director of the St. Tammany Parish Library, Kelly LaRocca, has tendered her resignation effective September 22, 2025; and,

WHEREAS, it is the responsibility of the Library Board of Control to appoint a library director pursuant to La. R.S. 25:215, and the effort to find a director is expected to begin in September 2025 but is expected to require months to vet qualified candidates; and,

WHEREAS, in order to allow the day-to-day operations of the library system to continue uninterrupted and exercise the functions of the library director enumerated in St. Tammany Parish Library Rules and Regulation Sec. 113(D)(4), it is imperative to name an interim director to administer the functions of the St. Tammany Parish Library.

THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL RESOLVES to appoint an interim director of the St. Tammany Parish Library.

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE, THE VOTE THEREON WAS AS FOLLOWS:

Moved for adoption by _____ and seconded by _____,

YEAS:

NAYS:

ABSENT:

ABSTAIN:

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Discover what's inside 

AND THIS RESOLUTION WAS DECLARED DULY ADOPTED ON THIS DAY, THE 22nd DAY OF SEPTEMBER 2025, AT A MEETING OF THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL, A QUORUM OF THE MEMBERSHIP BEING PRESENT.

Charles Branton, Board President

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St. Tammany Parish Library Board of Control

Resolution No. 25-023

Resolution to Authorize Library Board of Control President to Engage Consultant to Assist in Search for New Library Director

September 22nd, 2025

SPONSOR: PRESIDENT COOPER

WHEREAS, in order to assist the Library Board of Control in searching for and vetting candidates for the position of director of the St. Tammany Parish Library, engaging the professional services of a consultant in the field of talent procurement is prudent; and,

WHEREAS, a consultant in this field can assist in gathering compensation and qualification data from similar library systems, develop and implement search criteria, target recruitment to attract the most qualified candidates, assist with screening applicants, and provide reference and background checks among other services; and,

WHEREAS, procurement of these professional services shall be in compliance with Louisiana law and the requirements of the St. Tammany Parish Library Rule and Regulations, and shall not exceed \$20,000.00 unless a higher amount is authorized by this Board.

THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL RESOLVES to engage a talent procurement consultant to assist the Library Board of Control, and any committees thereof, in the search for a new library director.

THE ST. TAMMANY PARISH LIBRARY BOARD OF CONTROL FURTHER RESOLVES to authorize the President of the Library Board of Control to sign a contract for such services to effectuate this resolution which shall not exceed \$20,000.00 and which shall comply with Louisiana law and the St. Tammany Parish Library Rules and Regulations.

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THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE, THE VOTE THEREON WAS AS FOLLOWS:

Moved for adoption by _____ and seconded by _____,

YEAS:

NAYS:

ABSENT:

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Charles Branton, Board President

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