

St. Tammany Parish Library Board of Control
Personnel Committee Meeting
December 3, 2025
Covington Branch
310 West 21st Avenue
Covington, Louisiana 70433
10:00 A.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. Please note that all comments must pertain to the agenda item announced. There is no general public comment at the 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 8:00 AM on Wednesday, December 3, 2025.

AGENDA

Call to Order and Roll Call by (Mr. Baham)

Pledge of Allegiance

1. Approval of the minutes of the Personnel Committee meeting that was held on September 29, 2025.

- Public Comment
- Discussion
- Vote

2. Review and discussion of candidates who have submitted resumes for the position of Director for the St. Tammany Parish Library.

- Public Comment (Only if Necessary)
- Discussion (Only if Necessary)
- Vote (Only if Necessary)

3. Executive Session for the review and discussion of individual resumes requested by candidates pursuant to LA. R.S. 42:17A (1) *2/3 majority vote of members present required to go into executive session.

- Public Comment (Only if Necessary)
- Discussion (Only if Necessary)
- Vote to enter into Executive Session (Only if Necessary)

4. Adjournment

**St. Tammany Parish Library Board of Control
Personnel Committee Meeting
September 29, 2025
Slidell Branch
555 Robert Blvd.
Slidell, LA 70458
1:00 p.m.**

MINUTES

The meeting was called to order by Glenn Baham, Personnel Committee Chair.

Present (3): Glenn Baham, Charles (Chuck) Branton, Tamarah Myers
Absent (0): None

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

G. Baham led the Invocation and T. Myers led the Pledge of Allegiance.

- 1. Discussing and initiating the necessary steps to commence search for new Library Director including, but not limited to, drafting the job description, setting the salary range, commencing the initial advertising of the position, obtaining an email address and post office box to receive resumes, setting a deadline to receive resumes (curriculum vitae) and commencing other steps as deemed necessary by the Committee.**

The committee presented a printed draft of a job description and discussed details such as salary range and advertising options. A spreadsheet detailing Library Director salaries across Louisiana was included in the meeting packet. The committee also reported communicating with other library systems throughout the state to gather advice and best practices for conducting the search. The committee discussed expanding the qualifications to include candidates with other relevant master's degrees, not just a Master of Library and Information Science (MLIS).

MOTION: C. Branton made a motion to utilize the proposed job description; set the salary range at \$105,000 - \$140,000; advertise the position through the State Library, other state libraries, Indeed.com, and ZipRecruiter; post the position on the library's website with instructions for applicants to email their résumés to resumes@stpl.us and mail a hard copy to a P.O. Box (to be acquired upon approval); and set the application deadline for November 20, 2025. C. Branton further noted that if résumés are submitted in person at a local library branch, the branch manager will ensure the envelope remains unopened and will forward it to the Human Resources Manager with a note indicating the date received. The Human Resources Manager will then forward the résumé to the committee. The motion was seconded by T. Myers.

E. Couvillon asked for clarification on whether or not the Board intends to separate the Head Librarian position from the Director position, noting the current structure combines both roles, with the Head Librarian serving as Director. She explained that Section 113 of the Rules and Regulations of the Library Board of Control and LA R.S. 25:215 require that the Head Librarian hold an MLIS and be certified by the

Louisiana State Board of Library Examiners. C. Branton stated that the Board will propose a resolution at the next board meeting to address the matter.

Members of the public expressed concern that no resolution was available for review. C. Branton reiterated his motion verbally.

PROCEDURAL MOTION TO ADD OFF-THE-FLOOR ITEM: C. Branton noted that, procedurally, an off-the-floor motion is required to add the item to the agenda before proceeding with a vote on his previously stated motion. The motion to add an off-the-floor item was made by C. Branton and seconded by T. Myers.

VOTE: Baham: Yes Branton: Yes Myers: Yes

RESULT: Motion to add off-the-floor item carried. (Unanimous – 3)

PUBLIC COMMENT:

The following members of the public spoke in favor of the motion – Fran Smith, Camille Thompson, Andrew Benson, and Diane Bruni.

The following members of the public spoke against the motion – Sherry Rowland, Lisa Rustemeyer, Rebecca Taylor, Sonnet Ireland.

G. Baham noted and addressed some of the concerns from the public. T. Myers thanked B. Geiger and T. DiMaggio for their help and assistance in this process.

A vote was held on the substantive motion made earlier by C. Branton and seconded by T. Myers.

VOTE: Baham: Yes Branton: Yes Myers: Yes

RESULT: Motion carried. (Unanimous – 3)

2. Adjournment

There being no further business, a motion to adjourn was made by T. Myers and was seconded by C. Branton. All were in favor, none were opposed, and no one was absent. Motion carried.

APPROVAL:

Tamarah Myers, Board Secretary/Treasurer