

Minutes of the Special Meeting of the Board of Control

Monday, August 3, 2020

Norris J Millet, Sr.

LaPlace, Louisiana

6:00pm

Mrs. Wilder presided at the meeting and so called the meeting to order at 6:00pm and asked for a moment of silence. Following Mrs. Wilder called for the roll to be taken.

Present: Mrs. Arlie, Mrs. Coy, Mrs. Johnson, Ms. Joseph, Mr. Tatje and Mrs. Wilder
There was a quorum present.

Absent: Ms. Burrell and Mr. Madere.

Others present: Andrea Tullos, Library Director and Secretary to the Board and Assistant District Attorney Henri Dufresne, Amy Riche' -Assistant Library Director

III. Mrs. Wilder then called for public comment. *If there were people present for public comment, they would be allowed to speak to items on the printed agenda with a time limit of 2 minutes.* Being no one is present for the public comment, Mrs. Wilder moved onto the next item on the agenda.

IV. Mrs. Wilder called for approval of the minutes of the previous meetings, July 7, 2020. There were noted changes in grammar. Mrs. Johnson motioned to approve with changes, seconded by Ms. Joseph.

Vote: Mrs. Arlie: Yes, Ms. Burrell: Absent, Mrs. Coy: Yes, Mrs. Johnson: Yes,
Ms. Joseph: Yes Mr. Madere: Absent, Mr. Tatje: Yes, Mrs. Wilder: Yes

Results: Yes: 6 No: 0 Abstain: 0 Absent: 2

V. Old Business

Va Legal Opinion from St. John the Baptist Parish District Attorney's Office on Land Acquisition Mr. Dufresne presented the Opinion and asked if there were other questions. Mrs. Johnson noted that the opinion should be to the Library Board, not the School Board. Recommendation is that we provide a policy and procedure after we complete this process for the Reserve building project. The Parish Council has to approve all acquisitions and construction projects. The Parish Council is the appropriate entity to enter into the contract for purchase of land and construction contracts.

Mrs. Wilder thanked Mr. Dufresne and summarized that we were prepared for this decision and that as a Board we are moving in the right direction. Following all our

steps we will prepare land acquisition and Building policies that support a smooth process for the future.

Vb. Real Estate Agent Engagement for professional services Bob Fraiche with Keller Williams

Mrs. Wilder introduced the next item, given that we have historical information from the last land purchase in 2003, and we have to put together a packet for the Parish Council for the purchase of the property, and the agents of Keller Williams have experience with working on property purchases with other governmental entities and we affirmed that they will be putting this packet together for us, Mrs. Wilder asked if the board would like to make a motion to approve the agreement and engage the firm for their professional services.

The Board is providing the funding and the Parish Council is authorizing the use of the funds to purchase the land. In order to put together the packet for council approval, the engagement of the agents will work toward the steps, including the Letter of Intent is coming from the Sellers making the offer to the Board. Motion to approve the engagement and commission agreement with Keller Williams subject to Parish Council approval by Mrs. Arlie, and seconded by Mrs. Coy.

Vote: Mrs. Arlie: Yes, Ms. Burrell: Absent, Mrs. Coy: Yes, Mrs. Johnson: Yes, Ms. Joseph: Yes Mr. Madere: Absent, Mr. Tatje: Abstain, Mrs. Wilder: Yes

Results: Yes: 5 No: 0 Abstain: 1 Absent: 2

VI. New Business

VI. a Proposal from EwingCole and KathrynTaylorDesigns on Feasibility Study & Pre-Design work (program)

Mrs. Tullos introduced the team. Chris Garris and Kathryn Taylor provided an overview of the proposal and a presentation to the Board. There was discussion and it was determined that the proposal gives us the time for discovery and determining how the site can be developed. This process can be led by the programming or by the costs, and the proposal on the table will allow for the Board to give guidance on both. This team has worked on projects with money leading the process or the concepts leading the process. Our goal is to make sure we have a successful proposal for the parish council to approve of moving forward with land purchase and a building project. Part of our project kickoff is understanding what the goals of the project are for all parties. After completing all questions with Kathryn and Chris, the Board closed the Zoom. Mrs. Virgie shared past projects and educated the rest of the Board on how important this pre-planning is to the success of the project. In the past, the planning may not have been as thorough, which also affects future expansion and costs. Motion by Mr. Tatje to approve the proposal of EwingCole to engage professional services to complete the programming and concept design. Seconded by Mrs. Arlie.

Vote: Mrs. Arlie: Yes, Ms. Burrell: Absent, Mrs. Coy: Yes, Mrs. Johnson: Yes,
Ms. Joseph: Yes Mr. Madere: Absent, Mr. Tatje: Yes, Mrs. Wilder: Yes

Results: Yes: 6 No: 0 Abstain: 0 Absent: 2

Ms. Coy suggested that the packet for the council should be defined separately in our presentation in order to put us in the best position for the council to approve this project. Ms. Wilder asked that this be on a future agenda item for the presentation packet. Mrs. Virgie indicated that the proposal of EwingCole is the proposal on how our planning work is going to be completed with library and board. Then the proposal for the council will include the work from this and other pieces required. While this may look like a lot of funding on the surface, however, it is reasonable and a small percentage of our funding set aside. Government entities do have more steps and fees than a commercial business. Mr. Tatje shared that this is money that is set aside for libraries, not for parish business outside of libraries. In addition, it is in our best interest to provide as much background, drawings and information as possible to the council so that they have a thorough package and formal presentation to make a decision.

Mrs. Coy motioned to adjourn and seconded by Mr. Tatje. With all in favor, the meeting adjourned at 6:55pm.



Andrea F Tullos
Library Director



Lisa Tregre-Wilder
President,
Library Board of Control