

Minutes of the Meeting of the Board of Control

Wednesday, January 13, 2021

Roland Borne, Sr. Memorial Library

Edgard, Louisiana

6:00pm

Mrs. Wilder presided at the meeting and so called the meeting to order at 5:58pm

Following Mrs. Wilder called for the roll to be taken.

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

Absent: Mrs. Coy, Mr. Tatje, & Mr. Becnel

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

Mrs. Wilder notified the Board that Ms. Coy is resigning in the next few months. Ms. Coy assured her that the Board and the Library were in good hands. She will be greatly missed.

At this time, Mrs. Wilder recognized that Parish Council Chair & Ex-officio member, Mr. Becnel had joined our meeting at 6pm. She also recognized attending Parish Council member Mr. Torres.

III. Mrs. Wilder called for approval of the minutes of the Nov 18, 2020 meeting. Ms. Joseph motioned to approve, seconded by Mrs. Johnson.

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

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

IV. Public Comment: 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.*

There being no one present to speak during public comment, Mrs. Wilder moved on to Director's Report.

V. Director's Report

The Director reviewed her report, attached. Mrs. Wilder appointed a committee to work on the Policy Manual as suggested by Tullos. The policy committee will be Mrs. Johnson, Mrs. Arlie and Ms. Burrell to work with Amy Riche' and Rona Joseph.

Mrs. Wilder recognized Mr. Tatje joining the meeting at 6:04pm.

VI. Old Business

- a. Revisit insurance benefits and cost breakdown for employee contributions starting in July 2021.

Tullos shared the background and reviewed the documents presented. The Board clarified net income/ expenses for 2020 and possible for 2021. There was a thorough discussion among the Board members regarding fund balance for library, millages, expected increases in insurance, economy, the costs to employees and overall fiscal responsibility. Ms. Burrell suggested to all, could we re-visit for 2022, rather than start this July. It was confirmed that staff are aware of posts and prepared. Mrs. Wilder asked the Director to provide the costs for employees for these breakdowns at 5, 10 and 15% at the April meeting. Mrs. Johnson made a motion to table the item on insurance benefits and Ms. Burrell seconded.

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

VII. Election of Officers

Mrs. Arlie nominated Lisa Wilder to President, seconded by Mrs. Johnson.

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

Mrs. Arlie nominated Virgie Johnson to Vice-President, seconded by Mr. Tatje.

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

Denise Burrell nominated Blaine Tatje to Treasurer, seconded by Ms. Joseph.

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

VIII. New Business:

- a. CPA Engagement Proposal: Keith Rivere

Mr. Rivere was present to discuss the engagement letter. It is a 2-year engagement with a \$50 increase per month to \$600. As an engagement letter, either party may terminate

at any time. Mrs. Johnson motioned to engage Mr. Rivere as presented, seconded by Mrs. Arlie.

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

b. CPA Annual Financial Audit for 2020

i. Philip Rebowe with P & N

Mr. Rebowe presented to the Board. Mrs. Johnson reminded the Board that he and his firm helped with the Forensic Audit in 2019. The Board expressed their appreciation for his work and his firm's work during that time.

ii. Becky Hammond - CRI – Carr Riggs and Ingram

Ms. Hammond presented to the Board. Following the presentation, there were some questions regarding the 2019 work that was completed this year, in particular, related to capital assets with Edgard expansion and collection (books and materials).

The Board had a thorough discussion regarding the process to date and the steps that were accomplished during the last audit with CRI. Motion by Mr. Tatje to engage with CRI for 2-year engagement for 2020 and 2021, seconded by Mrs. Arlie.

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

C. Budget Amendment to address donation received in December 2020.

Motion by Mrs. Arlie to amend the budget for 2020 for the \$750 donation, seconded by Ms. Joseph

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

d. Reserve Property Design and Build updates

Ms. Tullos reviewed the timeline, see attached.

Mr. Tatje added some additional background on the process, including the interest of the committee to be very transparent with the Parish Council and Parish President's office, allow the community to see the re-vitalization of the corridor & ensure that all with concerns in the community are addressed to understand the process. Community

conversations during engagement sessions and with leaders will be important for them to have this information.

Also, received a letter from an owner of the property adjacent to the recently purchased property between West 5th and West 6th, including the Bar on the corner and the strip mall. These properties have been mentioned numerous times as a need for revitalization or removal when Mr. Tatje has shared with community members. Mr. Tatje will continue to have conversations with them, especially regarding the bar-room property. Parking lot space or green space or sidewalks or potential uses.

Councilman Torres asked to speak. Mrs. Wilder acknowledged him. Councilman Torres shared his thoughts on the process for the Reserve property purchase. Mrs. Wilder and Mrs. Johnson shared that all the properties have been evaluated over many months and more than a year. They also reminded Mr. Torres that he attended the June 2020 Board meeting at the VFW and that Mr. Gauff, the Assessor, presented the properties along with Ms. Tullos. The public was invited to comment that evening. Mrs. Wilder shared that the Library Board made the best decision for the property with the information that they had during that time. She also stated that moving forward together as a team is important for our future project. The Board wants all our council members to feel like they are part of the process and the team.

Motion by Mrs. Johnson to go into Executive Session. seconded by Mrs. Arlie

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

Mrs. Johnson motioned for a quick recess and seconded by Ms. Joseph.

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

Following the Executive Session, Mrs. Johnson made a motion to come out of Executive Session and seconded by Mr. Tatje.

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

Mrs. Johnson made the motion following the Executive Session to place the violation of hiring policy discipline in Ms. Tullos' file for 6 months.

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

Mr. Tatje made a motion to have Legal review the policy to make sure that this is a violation and have counsel respond to the Board in a timely manner, seconded by Ms. Joseph.

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

Results: Yes: 7 No: 0 Abstain: 0 Absent: 1

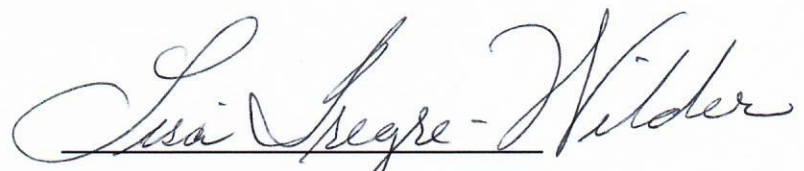
The next board meeting will be on Wednesday, April 14th at 6pm at Garyville.

Ms. Joseph motioned to adjourn. Seconded by Ms. Burrell, With all in favor, the meeting adjourned at 7:55pm.



Andrea F Tullos

Library Director



Lisa Tregre-Wilder

President,

Library Board of Control