

St. John the Baptist Parish Library  
Library Board of Control  
Special Meeting Agenda  
September 13, 2023  
Norris J Millet, Sr.  
2920 Hwy 51  
LaPlace, Louisiana 70068  
6:00 P. M.

- I. Call to Order at 6pm
- II. Roll Call
- III. Public Comments
  - a. At this time, members of the public who are present to speak to items on the printed agenda, with a time limit of 2 minutes, will be recorded by the secretary.
- IV. Approval of Minutes from July 12, 2023 (Requires Action)
- V. Unfinished Business
  - a. Adopt parliamentary procedure for the Library Board of Control Meetings (Requires Action)
    - i. Jasmin
  - b. LaPlace site update from meeting with contractors on re-build
    - i. Tullos
- VI. New Business
  - a. Adopt ICS (Insured Cash Suite) collateralization program for our Capital One Checking account (Requires Action)
    - i. Tullos
  - b. Personnel Handbook presentation -
    - i. Tullos, HR Nola, & Sid Lewis, Attorney at Law
  - c. Approve change orders for Reserve Branch Building Project – these have no financial impacts (Requires Action)
    - i. Tullos
  - d. Recommendation for Hire - Full-time Communications Manager – Brooke Cantrelle (Requires Action)
    - i. Tullos
- VII. Adjournment

The St. John the Baptist Parish Library Board encourages the participation in its public meetings from all citizens. If participation at a public meeting is not possible due to a disability, please notify the Library Director at (985) 652-6857 or [aftullos@stjohnlib.com](mailto:aftullos@stjohnlib.com) at least 24 hours prior to the scheduled meeting in order to make the necessary accommodation(s)