

Minutes of the Meeting of the Board of Control  
Wednesday, July 12, 2023  
Called Meeting  
Norris J Millet, Sr. Library  
2920 Hwy 51, LaPlace, LA 70068  
6:00 pm

Mrs. Wilder presided at the meeting and so called the meeting to order at 6:00 pm. Mrs. Wilder called for a moment of silence for reflection.

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

Present: Mrs. Arlie, Ms. Burrell, Mrs. Johnson, Ms. Joseph, Mrs. Scioneaux, Mr. Tatje, Mrs. Wilder and Mr. Wright were present, there was a quorum.

Absent: none.

Others present: Orenthal Jasmin, Assistant District Attorney; Andrea Tullos, Library Director and Secretary to the Board; Amy Riche' – Assistant Library Director

III. 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 who wished to speak to the agenda, Mrs. Wilder moved to the next order of business.

IV. Approval of Minutes from April 12, 2023

Mrs. Wilder called for approval of the April 12, 2023 minutes. Motion by Mrs. Johnson and seconded by Mrs. Arlie to approve the minutes of April 12, 2023. Mrs. Wilder called for roll call on approval of the minutes.

Vote: Mrs. Arlie Yes; Ms. Burrell Yes, Mrs. Johnson: Yes; Ms. Joseph: Yes, Mrs. Scioneaux: Yes, Mr. Tatje: Abstain, Mrs. Wilder: Yes; Mr. Wright: Yes

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

V. Directors report:

Ms. Tullos reviewed the Director's Report as submitted and answered any questions for clarification as needed. Ms. Tullos will share with the Board any information received from the Parish and the insurance adjusters regarding insurance settlement at the next Board meeting. Summer reading was a success and board members offered suggestions for next year for a one-page takeaway with all large programs listed and reading lists ideas to complement the school lists.

VI. Unfinished Business

- a. Approve the MOU (Memorandum of Understanding) between the St. John Theatre and the Library

Ms. Tullos reviewed the MOU which had been updated with legal review by the District Attorney's office. Motion to approve the MOU between the St. John Theatre and the Library by Ms. Burrell and seconded by Ms. Joseph.

Vote: Mrs. Arlie Yes; Ms. Burrell Yes, Mrs. Johnson: Yes; Ms. Joseph: Yes, Mrs. Scioneaux: Yes , Mr. Tatje: Yes Mrs. Wilder: Yes, Mr. Wright: Yes

Results: Yes: 8 No: 0 Abstain: 0 Absent: 0

- b. Review parliamentary procedure for the Library Board of Control Meetings

District Attorney Jasmin provided an overview of the updated By-Laws which clearly outline parliamentary procedure. Mr. Jasmin researched and created a hybrid approach for the Library Board. This item is for presentation only and would be approved at a future meeting if the board so chooses.

## VII. New Business

- a. Financial Audit 2022 – Annual Presentation to the Board

Mr. Robert Aucoin, CRI (Carr, Riggs and Ingram CPAs) provided a presentation to the Board. The library had a clean audit, with no material findings. Two small SAUP (State Agreed Upon Procedures) noted. 1) One deposit was more than one business day late. 2) Multiple staff use the same cash register. This item was for presentation purposes only.

- b. Budget amendments to address insurance reimbursement and FEMA reimbursement.

Ms. Tullos shared the background on the two income line items that require amendments. We do not budget for monies that we may not receive, and now that we have received an insurance reimbursement and the FEMA reimbursement, we must account for monies received. Motion by Mrs. Scioneaux to approve the budget amendment for accepting these funds, seconded by Mrs. Arlie.

Vote: Mrs. Arlie Yes; Ms. Burrell Yes, Mrs. Johnson: Yes; Ms. Joseph: Yes, Mrs. Scioneaux: Yes , Mr. Tatje: Yes Mrs. Wilder: Yes, Mr. Wright: Yes

Results: Yes: 8 No: 0 Abstain: 0 Absent: 0

- c. Reserve Property Design and Build updates – overview of process and steps to date

Ms. Tullos reviewed the Reserve Property Design and Build steps to date since the June 2020 Library Board of Control meeting when the site was selected, until now. This was for information purposes only.

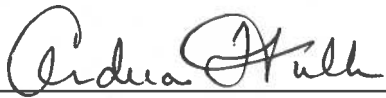
- d. WJE (Wiss, Janney, Elstner Associates, Inc) Engineering Report on LaPlace Branch following damage from Hurricane Ida

Ms. Tullos reviewed the recap of the notable parts of the 94 page report. After reviewing, the Board engaged in conversation regarding next steps. The Board requested that we move toward a long-term plan. Ms. Tullos is to work with construction team, and CMAR to provide rough costs to replace or to rebuild. There was unanimous agreement that the replacement would reflect the libraries of the future, like the new Reserve Library project.

Mrs. Wilder called for a motion to adjourn, motion to adjourn by Ms. Joseph and seconded by Mrs. Johnson and adjourned at 6:51pm.

Vote: Mrs. Arlie Yes, Ms. Burrell Yes, Mrs. Johnson: Yes, Ms. Joseph: Yes, Mrs. Scioneaux: Yes, Mr. Tatje: Yes, Mrs. Wilder: Yes, Mr. Wright: Yes

Results: Yes: 8 No: 0 Abstain: 0 Absent: 0



Andrea F Tullos  
Library Director



Lisa Tregre-Wilder  
President,  
Library Board of Control