

Minutes of the Meeting of the Library Board of Control
Wednesday July 10, 2024
Called Meeting
Leroy D Williams Memorial Library
1482 Hwy 44, Reserve, LA 70084
6:00 pm

Ms. Joseph presided at the meeting and so called the meeting to order at 6:00 pm.

Ms. Joseph then called for the roll to be taken.

Present: Mrs. Alexander, Mrs. Arlie, Ms. Joseph, Mrs. Wilder, and Mr. Wright were present, there was a quorum.

Absent: Ms Burrell, Mr. Holden and Mrs. Scioneaux were absent.

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

III. Public Comment: Ms. Joseph 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 for public comment, Ms. Joseph continued to next item on the agenda.

IV Approval of Minutes from June 17, 2024

Ms. Joseph called for approval of the June 17, 2024 minutes. Motion by Mrs. Wilder and seconded by Mrs. Arlie to approve the minutes of June 17, 2024. Ms. Joseph called for roll call on approval of the minutes.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Ms. Burrell Absent; Mr. Holden: Absent;

Ms. Joseph: Yes; Mrs. Scioneaux: Absent; Mrs. Wilder: Yes; Mr. Wright Yes

Results: Yes: 5 No: 0 Abstain: 0 Absent: 3

V. Director's Report

Ms. Tullos shared the Director's Report.

VI. Unfinished Business

Ms. Joseph opened the floor to nominations for the vacant officer position of President. Motion by Mrs. Arlie to nominate Mrs. Wilder to the position of President, seconded by Mrs. Alexander. Mrs. Wilder accepted the nomination. Ms. Joseph called for roll call.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Ms. Burrell Absent; Mr. Holden: Absent;

Ms. Joseph: Yes; Mrs. Scioneaux: Absent; Mrs. Wilder: Yes; Mr. Wright Yes

Results: Yes: 5 No: 0 Abstain: 0 Absent: 3

VII. New Business

a. Strategic Planning Presentation – Trepwise team

Mrs. Wilder introduced the team members from Trepwise, Polly Sawabini, Jacqueline Cooke and Matt Campbell. They presented the strategic plan to the Library Board.

Mrs. Wilder recognized Ms. Burrell joined the meeting at 6:09pm

Following the presentation, there was discussion and questions from the Library Board. The Board thanked the team and were very happy with the structure of the plan and the organized approach.

b. Meeting Room Policy – updates to address additional spaces for use / rent
i. Tullos

Ms. Tullos shared that the next four items were for presentation this evening and will be voted on at the next board meeting. This will give the library board a chance to review and ask questions. The first item is the Current Meeting Room policy that will not change. This will remain in place for free uses (see first paragraph for definition).

The second item is the proposed Meeting Room Rental Policy. This is to allow the facilities to be rented for other uses that are not covered in the Current Meeting room policy.

c. Meeting Room Fee Schedule – new to address rental
i. Tullos

Ms. Tullos reviewed the room rental request form, which would take into account fees associated with using the facility as a rental. See fee schedule, which is based on recouping our actual costs.

d. MakersSpace Procedures and Safety Rules & User Agreement
i. Tullos

Ms. Tullos reviewed these for the board. These do not need board approval as they are procedures and user agreements. Ms. Tullos shared so that the board was aware that the library was planning for safe use in the MakersSpace.

e. MakersSpace Fee Schedule
i. Tullos

Ms. Tullos shared the MakerSpace consumable fee schedule. When the library is holding a program, all products will be covered by the library. That will be incorporated into our budget. We will have 'Open CreateTime', when a fully trained user could work in the space and pay for their consumables to use the equipment. The fee structure presented is based on recouping our actual costs associated with this equipment and supplies.

Mrs. Wilder reminded all board members that if they had questions or edits to notify Ms. Tullos. Ms. Tullos will bring updated changes for approval at the next board meeting.

Mrs. Wilder called for a motion to adjourn, motion to adjourn by Ms. Joseph and seconded by Mrs. Arlie, Ms. Burrell and Mr. Wright to adjourn at 7pm.



Andrea F Tullos
Library Director



Lisa Tregre-Wilder
President, Library Board of Control