

Minutes of the Meeting of the Library Board of Control
Wednesday August 14, 2024
** Special Meeting**
Leroy D Williams Memorial Library
1482 Hwy 44, Reserve, LA 70084
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. Mrs. Wilder then called for the roll to be taken.

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

Absent: Ms. Burrell, Mr. Holden and Mr. Wright 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: 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 for public comment, Mrs. Wilder continued to next item on the agenda.

IV Approval of Minutes from July 10, 2024

Mrs. Wilder called for approval of the July 10, 2024 minutes. Motion by Mrs. Arlie and seconded by Ms. Joseph to approve the minutes of July 10, 2024. Mrs. Wilder 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: Abstain; Mrs. Wilder: Yes; Mr. Wright Absent

Results: Yes: 4 No: 0 Abstain: 1 Absent: 3

Mrs. Wilder recognized Ms. Burrell arriving to the meeting at 6:03pm.

V. Unfinished Business

a. Proposed Meeting Room Rental Policy – Proposed New Meeting Room Rental Policy specific to address and include the current and additional spaces available for rent and use at libraries including new library in Reserve.

Motion by Ms. Joseph to approve the proposed new policy as presented, seconded by Mrs. Scioneaux. Discussion was held regarding minimum age and process for setting fees. Mrs. Wilder called for a vote.

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

Ms. Joseph: Yes; Mrs. Scioneaux: Yes ; Mrs. Wilder: No; Mr. Wright Absent

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

b. Proposed Meeting Room Rental Fee Schedule – proposed fee schedules to rent available meeting room spaces at the library branches.

Motion by Mrs. Scioneaux and seconded by Ms. Joseph to approve the fee schedule.

Discussion regarding the fee schedule and changes to incorporate into the form, including the security detail, the deposits and the \$1M event insurance. Final decision for rental use by the Library Director for approval. The Director to provide update to the Board in 6 months on use. Update to the form to be provided at the next meeting. Substitute motion to table the fee schedule until changes are presented at the next meeting by Ms. Joseph and seconded by Mrs. Scioneaux. Mrs. Wilder called for a vote.

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

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

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

c. Proposed Makerspace Fee Schedule – proposed fee schedule for supplies and equipment use in the Makerspace at the library in Reserve when use is not library-led programs.

Motion by Mrs. Alexander and seconded by Ms. Burrell to approve the fee schedule. Discussion was held regarding the reasonableness of the charges. As with the Café, Ms. Tullos will re-visit charges after 6 months with the board to ensure we are still charging appropriately. Mrs. Wilder called for a vote.

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

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

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

VI. New Business

a. New employment recommendation for Library Asst I Full-time – Tracy Morgan

Motion by Mrs. Scioneaux to approve the hire of Ms. Morgan and seconded by Mrs. Arlie. Discussion regarding hiring process. Ms. Scioneaux requested more information on the candidates for future employment recommendations. Mrs. Arlie reiterated that this would require a change in policy and procedure. Ms. Tullos shared the timeline and process for interviewing and recruiting these entry level positions that is outlined in the board packet. The Director is already providing more than is legally required by the law. Confirmed by District Attorney's representative Mr. Green that what the Director is providing is the correct process. Mrs. Scioneaux requested that she sit with the Director prior to new employment recommendations. Mrs. Wilder called for a vote.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Ms. Burrell Yes; Mr. Holden: Absent;
Ms. Joseph: Yes; Mrs. Scioneaux: No; Mrs. Wilder: Yes; Mr. Wright Absent
Results: Yes: 5 No: 1 Abstain: 0 Absent: 2

b. New employment recommendation for Library Asst I Part-time – Alexandra Roquin
Motion to approve by Mrs. Arlie and seconded by Mrs. Alexander. Mrs. Wilder called for a vote.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Ms. Burrell Yes; Mr. Holden: Absent;
Ms. Joseph: Yes; Mrs. Scioneaux: Abstain; Mrs. Wilder: Yes; Mr. Wright Absent
Results: Yes: 5 No: 0 Abstain: 1 Absent: 2

c. New employment recommendation for Library Asst I Part-time – Blake Rodney
Motion by Ms. Joseph and seconded by Mrs. Arlie to approve. Discussion. The start date for these employees will be at the beginning of the next payroll cycle, which is August 26, 2024. Mrs. Wilder called for a vote.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Ms. Burrell Yes; Mr. Holden: Absent;
Ms. Joseph: Yes; Mrs. Scioneaux: Abstain; Mrs. Wilder: Yes; Mr. Wright Absent
Results: Yes: 5 No: 0 Abstain: 1 Absent: 2

d. New employment recommendation for Library Asst I Part-time – Karlie Wombles
Motion by Mrs. Arlie and seconded by Ms. Burrell to approve. Discussion was held. Clarified her experience with working with children and her crafting and graphic design. Mrs. Wilder called for a vote.

Vote: Mrs. Alexander No; Mrs. Arlie Yes; Ms. Burrell Yes; Mr. Holden: Absent;
Ms. Joseph: Yes; Mrs. Scioneaux: Abstain; Mrs. Wilder: Yes; Mr. Wright Absent
Results: Yes: 4 No: 1 Abstain: 1 Absent: 2

e. New employment recommendation for Library Asst I Substitute – Seth Williams
Motion by Mrs. Alexander and seconded by Mrs. Arlie to approve. Discussion. Grade levels of all positions this evening are a grade 3 Entry level position. Mrs. Wilder called for a vote.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Ms. Burrell Yes; Mr. Holden: Absent;
Ms. Joseph: Yes; Mrs. Scioneaux: Yes; Mrs. Wilder: Yes; Mr. Wright Absent
Results: Yes: 6 No: 0 Abstain: 0 Absent: 2

Mrs. Wilder called for a motion to adjourn, motion to adjourn by Ms. Joseph and seconded by Mrs. Alexander to adjourn at 6:45pm.

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

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

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



Andrea F Tullos
Library Director



Lisa Tregre-Wilder
President, Library Board of Control