

Minutes of the Meeting of the Library Board of Control
Wednesday, November 20, 2024
Special 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 the roll to be taken.

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

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

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

Mrs. Wilder then called for a moment of silence.

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 October 9, 2024

Mrs. Wilder called for approval of the minutes of October 9, 2024. Motion by Mrs. Arlie and seconded by Ms. Joseph to approve the minutes of October 9, 2024. Mrs. Wilder called for roll call.

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

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

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

V. Presentation – Edgard and LaPlace building projects – Perkins & Will and KathrynTaylorDesign

Kathryn Taylor shared the project updates following the community engagement sessions. She provided updated programming and services for the buildings. Cost estimations were shared for Edgard. LaPlace estimations are currently being worked on. Ms. Tullos shared that the team is interested in Board feedback. Mrs. Alexander confirmed that both libraries would be demo'd. And the estimate does include the demolition cost. The Board expressed their excitement for

the planned services and the map adjacency. Estimated timelines were reviewed for the projects.

VI. Unfinished Business

There being no unfinished business, the President moved onto New Business.

VII. New Business

A. Present for approval proposed new evaluation form for Library Director annual evaluation

Mrs. Wilder shared the updated evaluation tool that the Evaluation Committee unanimously supported for the Library Director's evaluation. Mrs. Wilder called for any comments. Mrs. Alexander requested that the form be 'fillable online' or a digital form. Motion to approve the new Director's evaluation form by Mrs. Alexander and seconded by Mrs. Arlie. Mrs. Wilder called for a vote.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Mr. Holden: Absent; Ms. Joseph: Yes;
Ms. Millet: Absent; Mrs. Scioneaux: Absent ; Mrs. Wilder: Yes; Mr. Wright Absent

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

Following the approval, Mrs. Wilder thanked the Evaluation Committee for their work and for taking this work seriously.

B. Recommend awarding landscaping contract to Elderly Essential LLC dba Apex Maintenance the lowest responsive responsible bidder.

Ms. Tullos shared the details of the public bid and the two responsive bidders who are in good standing with the State Secretary of Louisiana. Motion by Ms. Joseph and seconded by Mrs. Alexander to award the landscaping contract to Elderly Essential LLC dba Apex Maintenance. Mrs. Wilder called for a vote.

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

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

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

C Approve the CEA (Cooperative Endeavor Agreement) between St. John the Baptist Parish District Attorney's office and the Library Board of Control for General Counsel Services

Attorney Dufresne shared the details with the Board that the CEA would be expiring on Dec 7, 2024 and this renewal would be until Dec 2028. This would be for general counsel services provided by the District Attorney's office rather than an outside private attorney. Mrs. Wilder shared that the office of the District Attorney does a fabulous job. Motion by Ms. Joseph and Seconded by Mrs. Arlie to approve the CEA between the St. John District Attorney's office and the Library Board of Control for General Counsel Services. Mrs. Wilder called for a vote.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Mr. Holden: Absent; Ms. Joseph: Yes;
Ms. Millet: Absent; Mrs. Scioneaux: Absent ; Mrs. Wilder: Yes; Mr. Wright Absent
Results: Yes:4 No:0 Abstain: 0 Absent:4

Motion to adjourn by Mrs. Alexander and seconded by Ms. Joseph. Mrs. Wilder called to adjourn at 6:29pm.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Mr. Holden: Absent; Ms. Joseph: Yes;
Ms. Millet: Absent; Mrs. Scioneaux: Absent ; Mrs. Wilder: Yes; Mr. Wright Absent
Results: Yes:4 No:0 Abstain: 0 Absent:4



Andrea F Tullos
Library Director



Lisa Tregre Wilder
President, Library Board of Control