

St. John the Baptist Parish Library
Library Board of Control
***** Board Retreat*****

Information Items only – no action to be taken
Retreat, Saturday and Sunday, January 18th and 19th, 2025
Renaissance Baton Rouge
The Lacassine Room
Baton Rouge, Louisiana
Lisa Tregre-Wilder – President
Elois Joseph – Vice President

Saturday, January 18th, 2025 9am

Call to order

Roll Call

Public Comment – At this time, members of the public who are present may speak to the items on the printed agenda, with a time limit of 2 minutes, which will be recorded by the secretary.

Opening Remarks – President

District Attorney's office – Training presentation on certain provisions of the Louisiana Open Meeting Law

District Attorney's office – Training presentation on certain provisions of the Louisiana Public Records Law

State Librarian – Meg Placke-

Public Libraries in Louisiana – State Statutes, Board of Control roles and responsibilities, Library Director roles and responsibilities

Library HR – Sydney Lewis, Partner, Jones Walker Law Firm (Conference call / virtual update)

Parliamentarian procedures – Nicole Allmon Learson, Professional Registered Parliamentarian

Carr Riggs & Ingram, auditors – (Becky Hammond, CPA annual audit requirements, procedural tests and 5 year look back on history of SJBPL library finances.

Accountant -Keith Rivere - monthly accounting services (balance accounts, review invoices and documents for procedural steps, provide monthly budget vs actual expenses to Director)

Recess

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By-Laws – review the Board of Control By-Laws

Strategic Plan – Review the board adopted plan. 3 year overview with 4 Primary Goals, Outline of steps to achieve goals, library staff participation and board adoption in July 2024.

Budgeting process – Library Director

Recess

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 at least 24 hours prior to the scheduled meeting in order to make the necessary accommodation(s)