

Minutes of the Meeting of the Library Board of Control
Tuesday, November 18, 2025
Special Meeting
Leroy D Williams Memorial Library – 1885 House
1482 Highway 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 the roll to be taken.

Present: Mrs. Alexander, Mrs. Arlie, Mrs. Cupit, Mr. Holden, Ms. Houston, Ms. Joseph, Mrs. Millet and Mrs. Wilder were present, there was a quorum of 8 members.

Absent: none.

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

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 public comment, Mrs. Wilder moved ahead to the next agenda item.

IV Approval of the minutes from October 14, 2025

Mrs. Wilder asked for a motion to approve the minutes. Mrs. Cupit motioned to approve the minutes of the October 14, 2025 meeting, seconded by Ms. Joseph . Ms. Houston requested an amendment of the minutes to reflect that she was not present, because she was chairing the council meeting that date. Following discussion, Mrs. Wilder called for a vote of the amended minutes of October 14, 2025.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Mrs. Cupit Yes; Mr. Holden: Yes;

Ms. Houston: Abstain; Ms. Joseph: Yes; Mrs. Millet: Yes; Mrs. Wilder: Yes;

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

Mrs. Wilder recognized the arrival of the Assistant District Attorneys at 6:05pm. Mrs. Wilder moved to New Business.

V. Unfinished Business

a. Board consideration of dates for St. John the Baptist Parish Library Board of Control 2026 retreat

Mrs. Wilder asked for a motion to discuss the retreat dates. Motion by Ms. Joseph to discuss the retreat dates, seconded by Mrs. Arlie. Discussion regarding dates centered on the MLK holiday weekend, Friday January 16 – Sunday January 18. Mrs. Cupit motioned to accept the dates for retreat of January 16 – 18th, 2026. Seconded by Mrs. Arlie. Ms. Houston noted that she would abstain given that she would not want to speak for the next Ex-Officio.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Mrs. Cupit Yes; Mr. Holden: No;

Ms. Houston: Abstain; Ms. Joseph: Yes; Mrs. Millet: Yes; Mrs. Wilder: Yes;

Results: Yes:6 No: 1 Abstain: 1 Absent:0

VI. New Business

- A. Board consideration of motion to authorize the Library Director to execute any and all documents necessary to effectuate the receipt of the galvanized tower in Edgard which is not in use (Requires Action)

Mrs. Wilder asked for a motion. Mrs. Cupit made a motion to authorize the Director to execute any and all documents to effectuate the receipt of the galvanized tower in Edgard which is not in use, seconded by Mrs. Arlie. Following Discussion, Mrs. Wilder called for a vote.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Mrs. Cupit Yes; Mr. Holden: Yes

Ms. Houston: Yes; Ms. Joseph: Yes; Mrs. Millet: Yes; Mrs. Wilder: Yes;

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

- B. Board to consider new hire recommendation of Allison Freese – candidate for part-time Library Asst I position. (Requires Action)

Mrs. Wilder called for a motion to approve the hire of Allison Freese. Mrs. Millet made a motion to approve the recommended hire of Allison Freese, seconded by Mr. Holden. Discussion regarding the process of advertising, interviewing, and approving reference checks was held. Request to have scores provided to the board of the interviewed applicants, Ms. Tullos to provide to the board. Mrs. Wilder called for a vote.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Mrs. Cupit Yes; Mr. Holden: Abstain

Ms. Houston: No; Ms. Joseph: Yes; Mrs. Millet: No; Mrs. Wilder: Yes;

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

- C. Board conducts Annual Evaluation for Library Director (Requires Action)

Mrs. Wilder called for motion to conduct evaluation, Motion by Mrs. Cupit and seconded by Mrs. Arlie. Mr. Dufour shared the summary of the evaluations with the board. Ms. Houston made a motion to accept the average/ actual evaluation score rating of 25.8, which is a Very Good according to the 2024 approved evaluation cover sheet. Seconded by Ms. Joseph. Mrs. Wilder called for a vote.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Mrs. Cupit Yes; Mr. Holden: Abstain

Ms. Houston: Yes; Ms. Joseph: Yes; Mrs. Millet: Yes; Mrs. Wilder: Yes;

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

Mr. Dufour passed out the evaluation cover sheet summary for the Director for each board member's signature.

D. Board to consider 2026 Merit and the Cost of Living Adjustment increases for the Library Director based on Annual Evaluation (Requires Action)

Mrs. Wilder called for a motion for the Merit and Cost of Living Adjustment increase for 2026. Mrs. Millet made the motion, seconded by Ms. Houston. Discussion was held. Ms. Joseph requested that the Merit and Cost of Living Adjustment be separate items for voting. Following discussion, Mrs. Cupit made a motion to grant a merit increase for the Director based on the evaluation, seconded by Ms. Joseph. Following discussion, Mrs. Cupit amended her motion to grant the Director a 2% merit increase, seconded by Ms. Joseph. Mrs. Wilder called for a vote.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Mrs. Cupit Yes; Mr. Holden: No;

Ms. Houston: No; Ms. Joseph: Yes; Mrs. Millet: No Mrs. Wilder: Yes;

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

Mrs. Wilder called for a motion to grant a Cost of Living Adjustment for the Director for 2026, Mrs. Cupit motioned for a Cost of Living Adjustment increase for the Director. Motion fails for lack of a second.

Mrs. Wilder asked for a motion to adjourn. Motion to adjourn by Mrs. Alexander and seconded by Mrs. Arlie. Mrs. Wilder called for a vote to adjourn.

Vote: Mrs. Alexander Yes; Mrs. Arlie Yes; Mrs. Cupit Yes; Mr. Holden: Absent;

Ms. Houston: Absent; Ms. Joseph: Yes; Mrs. Millet: Yes Mrs. Wilder: Yes;

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

Mrs. Wilder called to adjourn at 7:03 pm.



Andrea F Tullos
Library Director



Lisa Tregre-Wilder
President, Library Board of Control