

St. John the Baptist Parish Library Board of Control
Board of Control Retreat
9:00AM Saturday, January 17, 2026
Renaissance Hotel Baton Rouge
7000 Bluebonnet Boulevard
The Lacassine Room
Baton Rouge, Louisiana 70810
Lisa Tregre-Wilder – President
Jonae Alexander – Vice President

9:00AM Saturday, January 17, 2026

- I. Call to order – Lisa Wilder was present and called the meeting to order at 9:00 am.
- II. Roll Call – Present: Mrs. Alexander, Mrs. Arlie, Mrs. Cupit, Ms. Joseph and Mrs. Wilder.
Absent – Mr. Holden and Ex-Officio Mr. Arcuri
Also present – Keith Green, Assistant District Attorney, Kennilyn Schmill, Assistant District Attorney, Andrea Tullos, Library Director and Secretary to the Board, Amy Riche, Assistant Library Director
- III. 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. There being no comments, the president moved to the next agenda item.
- IV. Welcome: Library Board of Control – Lisa Tregre Wilder, President - Mrs. Wilder welcomed the board and looked forward to the worthwhile agenda and speakers to continue to learn more about the board roles and responsibilities.

V. Public Libraries in Louisiana: Office of the State Library

Meg Placke, Assistant Secretary/State Librarian

Presentation includes an overview of relevant Louisiana Revised Statutes, role and responsibilities of the Library Board of Control and duties and obligations of the Library Director. The State Librarian, Mrs. Placke, complimented the board retreat agenda and shared that she had encouraged other boards across the state to commit to their own retreats.

Mrs. Wilder entertained a motion by Ms. Elois and seconded by Mrs. Alexander to recess at 10:22am. Mrs. Wilder called for a vote.

Mrs. Alexander Yes, Mrs. Arlie Yes, Mrs. Cupit Absent, Ms. Joseph Yes and Mrs. Wilder Yes ; Roll: 4 Yes and 1 Absent

Mrs. Wilder entertained a motion by Mrs. Arlie and seconded by Mrs. Cupit to reconvene at 10:34 am. Mrs. Wilder called for a vote.

Mrs. Alexander Absent, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes ; Roll: 5 Yes and 1 Absent

Mrs. Alexander was recognized as joining the retreat again at 10:40 am.

VI. SJBPA Library System Annual Audit Requirements: Carr Riggs & Ingram, LLC
Rebecca Hammond, CPA

Presentation includes a general overview of annual audit requirements, procedural tests and a five (5) year review of the finances for the St. John the Baptist Parish Library System. Becky shared the process for 2025 audit and the estimated completion time of May 2026.

VII. SJBP Library System's Three (3) Year Strategic Plan: Trepwise, LLC

Polly Sawabini, Advisor/SPM

Presentation included a detailed review of the background, process, and next steps associated with the Strategic plan relative to the Library System's buildings, marketing, operations, and programming. During this agenda item, the board shared their expectations and goals for the future of the library, including the Laplace makerspace, more arts and crafts classes for the community, musical equipment options in our libraries, and 'book a librarian' for tech equipment.

Mrs. Wilder entertained a motion by Ms. Joseph to recess for lunch at 12:15pm, seconded by Mrs. Alexander. Mrs. Wilder called for a vote.

Mrs. Alexander Yes, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes ; Roll - 5 Yes ; 0 Absent

Mrs. Wilder entertained a motion by Mrs. Arlie and seconded by Mrs. Cupit to reconvene at 1:15pm. Mrs. Wilder called for a vote.

Mrs. Alexander Absent, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes ; Roll - 4 Yes ; 1 Absent

Mrs. Wilder recognized Mrs. Alexander join the retreat at 1:17pm.

VIII. Board of Control Policies Manual/Library Hiring Process: HR NOLA

Jacob Dufour, Vice-President

Presentation includes a discussion of the proposed Board of Control Policies Manual and best practices for the hiring process.

Mrs. Wilder entertained a motion by Ms. Joseph and seconded by Mrs. Arlie to recess at 2:27 pm. Mrs. Wilder called for a vote.

Mrs. Alexander Absent, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes ; Roll - 4 Yes ; 1 absent

Mrs. Wilder entertained a motion by Mrs. Alexander and seconded by Ms. Joseph to reconvene at 2:47pm. Mrs. Wilder called for a vote.

Mrs. Alexander Yes, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes ; Roll - 5 Yes

Mrs. Wilder entertained a motion to **recess** until 9:00AM tomorrow morning by Ms. Joseph and seconded by Mrs. Cupit. Mrs. Wilder called for a vote.

Mrs. Alexander Yes, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes ; Roll - 5 Yes

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9:00AM Sunday, January 18, 2026

- I. Mrs. Wilder entertained a motion by Mrs. Cupit to reconvene the meeting at 9:12am, seconded by Mrs. Arlie. Mrs. Wilder called for Vote.

Mrs. Alexander Yes, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes
; Roll - 5 Yes

- II. Mrs. Wilder called for Roll Call

Mrs. Alexander Yes, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes
; Roll - 5 Yes

- III. 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. There being no public comment, Mrs. Wilder moved to the next agenda item.

- IV. Louisiana Open Meetings Law: St. John the Baptist Parish District Attorney Office Presentation includes training on the provisions of La. R.S 42:11, et seq. Mr. Keith Green provided a thorough presentation and discussion regarding open meetings law.

Mrs. Wilder entertained a motion by Ms. Joseph for a recess at 10:14 am and seconded by Mrs. Arlie. Mrs. Wilder called for a vote.

Mrs. Alexander Yes, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes
; Roll - 5 Yes

Mrs. Wilder entertained a motion by Mrs. Alexander to reconvene at 10:43am and seconded by Mrs. Arlie. Mrs. Wilder called for a vote.

Mrs. Alexander Yes, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes
; Roll - 5 Yes

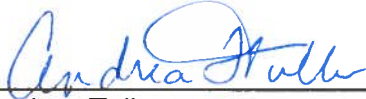
V. Louisiana Public Records Law: St. John the Baptist Parish District Attorney Office Presentation includes training on the provisions of La. R.S. 44:1, et seq. Mr. Keith Green continued to provide a through presentation and discussion on La Public Records Law.

Mrs. Wilder thanked all in attendance for their participation for an Excellent 2nd Annual Retreat. Thank you to each of our presenters. We have discussed many items to become more effective leaders in our community for the library system. We will make those changes in the coming months to our By-Laws and Policies that were recommended during this weekend.

Mrs. Wilder entertained a motion by Mrs. Arlie to adjourn at 11:00am and seconded by Ms. Joseph. Mrs. Wilder called for a vote.

Mrs. Alexander Yes, Mrs. Arlie Yes, Mrs. Cupit Yes, Ms. Joseph Yes and Mrs. Wilder Yes ; Roll - 5 Yes

Retreat adjourned.



Andrea Tullos
Secretary to the Board



Lisa Tregre-Wilder
President