

ST. TAMMANY PARISH LIBRARY  
Board of Control Meeting  
October 25, 2016  
6:30 p.m.  
Causeway Branch Library  
3457 Highway 190  
Mandeville, LA 70471

The meeting was called to order by Dr. Argiro Morgan, President. Director Donald Westmoreland called the roll and declared that a quorum was present.

Present: Dr. Argiro Morgan, Barbara Morgan, Becky Taylor, Mary Reneau, Bill Allin

Absent: John Danjean, Silvia Muller

1. Approval of the minutes of the Library Board of Control meeting which was held on September 27, 2016

The minutes of this meeting were reviewed. A motion was made by B. Morgan and seconded by M. Reneau to approve the minutes as presented. The motion carried.

2. NEW BUSINESS

- A. Financial Reports

Westmoreland reviewed the recap of ad valorem and state revenue sharing and noted totals as follows: ad valorem - \$9,062,558.94 and state revenue sharing - \$233,703.91. He pointed out that revenues collected through 09/30/16 represent 75.36% of the budgeted amount and expenses total 68.57% of the budgeted amount. Library salaries total 66.67% at this point in the year. Following a review of the financial report for the period ending 09/30/16, a motion was made by B. Allin and seconded by B. Morgan to accept the financial reports as presented. The motion carried. K. LaRocca reviewed the capital projects report as of 09/30/16. She said that we came in under budget by \$109.65. The amount left for the next capital project is \$1,124,765.41. A motion was made by B. Morgan and seconded by B. Taylor to accept the financial report for the capital account as presented. The motion carried.

- B. Director's Report

Westmoreland presented the holiday schedule for 2017 for Board approval. He noted that the list includes 14 paid holidays for the year. Following a review of the schedule a motion was made by M. Reneau and seconded by B. Allin to approve the holiday schedule as presented. The motion carried.

Westmoreland then reviewed his written director's report dated October 25, 2016 which included updates on facilities, attendance at Friends of the Library meetings and Foundation meetings, marketing and outreach, personnel changes, professional involvement and programming.

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Highlights included plans for a presentation by Oscar and Emmy Award winning author, William Joyce, which is scheduled for Friday, October 28, 2016 at the Covington Branch.

C. Covington Renovations

Westmoreland stated that he is in the process of working with the Parish to define the scope of the work which needs to be done for the Covington Branch. He is also working with consultants, Dewberry and Associates.

D. South Slidell Appraisal

Westmoreland referred the Board to a copy of an appraisal from Murphy Appraisal Services on the property located at 3901 Pontchartrain Drive, Slidell, LA which we are currently leasing. This appraisal indicates a value of \$815,000.00. He asked the Board to consider authorizing him to proceed with the purchase of this building with monies from our savings. This would result in a savings of approximately \$60,000.00 per year for lease payments on this property. Following discussion on this matter, a motion was made by M. Reneau and seconded by B. Taylor to proceed with this purchase. The vote was as follows:

Nays – 0  
Yeas – 5  
Absent – 2  
Abstain – 0

The motion carried. (see attached copy of resolution)

E. Overtime Laws

B. Geiger reviewed some changes to the Fair Labor Standards Act which will take place on December 1, 2016 and effect our exempt and non-exempt employees. Sandy Hughes, Hughes Consulting, will hold some workshops in the next few days to inform all supervisors of these changes.

3. OLD BUSINESS

A. St. Tammany Parish Library Foundation Update – Dr. Morgan

Dr. Morgan said the Foundation would be mailing packets for membership and sponsorships soon. She noted the Distinguished Speaker series to be held on April 27, 2017. These sponsorships will be at levels ranging from \$100.00 to \$5,000.00. She also encouraged everyone to participate in the annual State Library Book Festival to be held in Baton Rouge on Saturday, October 29.

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4. Friends of the Library Reports

Taylor reported on behalf of the Friends of the Slidell Library and noted the very successful concerts at the Pearl River, Lacombe and South Slidell branches which were sponsored by the Slidell Friends.

5. Public Comment

There was no public comment given.

6. Adjournment

There being no further business, a motion was made by M. Reneau and seconded by B. Morgan to adjourn. The motion carried.

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Mary Reneau, Secretary