

St. Tammany Parish Library  
Board of Control Meeting  
April 26, 2016  
6:30 p.m.  
Causeway Branch Library  
3457 Highway 190  
Mandeville, LA

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

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

Absent: Silvia Muller

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

The minutes of this meeting were reviewed. Becky Taylor noted one correction under 2 (E) South Slidell Update. The vote on the resolution should read:

Yeas – 4    Nays – 0    Absent – 3 instead of 4 as shown

A motion was made by J. Danjean and seconded by M. Reneau to approve the minutes with this one correction. The motion carried.

2. New Business
  - A. Financial Reports

Westmoreland referred the Board to the recap of Ad Valorem and State Revenue Sharing. He said that \$8,826,540.20 has been received to date with expected revenue of \$9,500,000. He said that one payment of \$81,442.67 in State Revenue Sharing has been received. The statement of revenue and expenditures showed 24.76% of revenue received and 23.47% for expenditures for the period ending March 31, 2016. Kelly handed out a recap of donations received in 2015. B. Taylor had asked at the prior meeting for this information since the amount received was higher than the budgeted amount. Kelly noted that \$19,848.49 was received from the Friends of the Slidell Library and \$14,384.31 from the Friends of the Library – West St. Tammany for total revenue of \$34,232.80. The rest of the revenue in donations was from individual donations. Westmoreland reviewed several line items which showed expenditures higher than average for this time of year. These included PC Network (51.94%), Integrated Library Automation System (48.93%), Lease/Purchase Books (49.73%) Juvenile reference (49.53%) and Periodicals (32.29%). He explained that the bills from some of these come due in the beginning of the year and in some, such as Juvenile Reference, we concentrated on purchasing materials for the new

South Slidell branch. After reviewing the financial report, a motion was made by B. Allin and seconded by J. Danjean to approve the report as presented. The motion carried.

B. Director's Report

Westmoreland reviewed the report dated April 26, 2016. This include updates on facilities, attendance at Friends of the Library meetings and Foundation meetings, marketing and outreach, personnel changes, professional involvement, and programming. Highlights include posting of the library's 100<sup>th</sup> podcast by Benny Bruce in March, attendance at the Public Library Association conference in Denver by several staff members, and very successful programs honoring Leah Chase and Herb Fests at both the Slidell and Covington branches. Westmoreland also noted for the Board the renovations and reorganization of the Causeway Branch. He said the same services would be offered from the BRC.

C. Health Insurance Update – Leon Golemi (Benefit Consultants & Administrators, Inc.)

Leon Golemi addressed the Board and gave them a handout which outlined the current health benefit plan as of April, 2016. He said that he was pleased to have served to help manage the group health benefits plan for 12+ years. He reviewed the benefits and structure of the plan noting that as of 12/31/15 the plan had 94 covered employees. He also mentioned that requirements of the Affordable Health Care Act were implemented.

D. Budget Amendment

Kelly distributed copies of a proposed amendment to the Capital Budget as of 04/26/16. Following a meeting with Parish representatives it was decided that revenue of \$1,639,000 from Ad valorem would stay with the Parish in an account for the Library instead of the funds coming directly to the library. This would leave total money available of \$652,831 and projected expenses of \$50,000 for Madisonville Art and \$300,000 for the build out at the South Slidell branch. This would leave \$302,831 available for the next capital project. She said Administration would provide a list of potential projects at the next LBOC meeting in May and the Board would need to decide what the next capital project will be at the next few meetings. A motion was made by B. Morgan and seconded by J. Danjean to amend the budget as presented. The motion carried.

E. Update on South Slidell Branch

Kelly said they had been waiting on permits but work was scheduled to begin today on the South Slidell Branch with 50 days allowed to complete the project which should be about mid-June. The

items on the punch list would then need to be completed and furnishings moved in. Planning will soon be underway to plan an opening celebration which would include activities for children, teens and adults.

3. OLD BUSINESS

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

Dr. Morgan discussed the Give NOLA day to be held on Tuesday, May 3. She encouraged everyone to make a pledge to the Foundation during this 24 hour fund raising event. She also mentioned the dedication of the Walker Percy statue in mid May.

4. Friends of the Library Reports

B. Becky Taylor spoke on behalf of the Friends of the Slidell Library and mentioned that \$1300.00 was raised at their recent book sale.

5. Public Comment

Bill McHugh told the Board that 1500 tax returns were handled by AARP Tax Aide volunteers at 6 locations. The site at the Covington Branch prepared 326 returns with 4 volunteers. He thanked the library for hosting this service each year which is free of charge.

6. Adjournment

There being no further business, the meeting was adjourned on a motion by B. Allin and seconded by J. Danjean. The motion carried.

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Mary Reneau, Secretary