



**ST. MARY PARISH LIBRARY SYSTEM**

*Alex Allain-Franklin ♦ Amelia ♦ Bayou Vista ♦ Berwick ♦ Centerville ♦ Patterson ♦ West End-Baldwin*

**BOARD OF CONTROL**

Mrs. Karla Vappie, Chair  
Mrs. Mary B. Bailey  
Mr. Don T. Caffery  
Mrs. Cherie H. Laiche  
Mrs. Jane Luke  
Mr. Ken Singleton  
Mr. Jason Watson  
Mrs. Lucy R. Watson

**Julie W. Champagne, Director**

206 Iberia Street  
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St. Mary Parish Library  
Board of Control  
West End Branch  
Baldwin, La  
December 5, 2018  
5:00 pm

Call to order by President Mary Bailey at 5:00.

Present were: Mary Bailey, Don T. Caffery, Cherie Laiche, Jane Luke, Jason Watson, Lucy Watson and Julie Champagne. Absent were Karla Vappie and Ken Singleton.

Approval of the agenda as expanded to include election of officers. Motion: Mr. Caffery moved that the agenda be accepted as expanded. Second: Mr. Watson seconded the motion. Motion carried.

Approval of minutes: Motion: Mrs. Laiche moved that the October 3<sup>rd</sup>, November 19<sup>th</sup> Public Hearing and the November 19<sup>th</sup> called meeting minutes all be approved as presented. Second: Mrs. Watson seconded the motion. Motion carried.

Public Comment: There was no public present.

Financial and Statistical Reports: Mr. Watson presented financial data and relayed information from Tim Tregle on behalf of the St. Mary Parish Council. The crux of their meeting was twofold, Mr. Tregle would not be available to address the Board personally; therefore, and he met with the Board treasurer to discuss the financial implications of capital outlay projects in a climate of declining revenue. Mr. Tregle suggested the Board move cautiously when addressing capital outlay projects. The other point that he wanted to make was to watch all other expenses. He encouraged us to look for opportunities to hold/reduce costs in light of the declining trend in property tax collections.

The Director presented the November financial and statistical reports.

Reading of communications: There was none.

Old business: Berwick and Centerville, both items are on hold pending a better understanding of 2018 and 2019 revenues.

<b>A.P. ALLAIN MEMORIAL BRANCH</b>	<b>AMELIA BRANCH</b>	<b>BAYOU VISTA BRANCH</b>	<b>BERWICK BRANCH</b>	<b>CENTERVILLE BRANCH</b>	<b>PATTERSON BRANCH</b>	<b>WEST END BRANCH</b>
206 Iberia Street Franklin, LA 70538 337-828-5364	P. O. Box 556 Amelia, LA 70340 985-631-2262	1325 Belleview Drive Morgan City, LA 70380 985-399-9866	3527 Fourth St. Berwick, LA 70342 985-385-2943	P. O. Box 185 Centerville, LA 70522 337-836-1717	P. O. Box 57 Patterson, LA 70392 985-395-2777	P. O. Box 309 Baldwin, LA 70514 337-923-6205



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### New business:

Audit prep: System Survey and Compliance was adopted. Mrs. Laiche moved that it be adopted; Mr. Caffery seconded the motion. Motion carried. Louisiana Legislative Auditor Agreed Upon Procedures: Mrs. Watson moved that the Business Policy and Procedure Manual be adopted; Mrs. Luke seconded the motion. Motion carried.

Board By-Laws: Mrs. Luke moved that the revise Board By-laws be adopted; Mr. Caffery seconded the motion. Motion carried.

Public Comment Policy: Mrs. Laiche moved that the Public Comment Policy be adopted as presented; Mr. Watson seconded the motion. Motion carried.

Holidays 2019: Mr. Watson moved that the 2019 Holiday schedule be adopted as presented. Mrs. Watson seconded the motion. Motion carried.

Board Meetings 2019 were presented with all meetings being held in Franklin, Library Board agreed to change the schedule back to alternating locations. The 2019 Board meeting schedule was adopted as changed. We will continue to alternate meeting locations as in the past. Mr. Watson made the motion to change the locations and adopt; Mrs. Laiche seconded the motion. Motion carried.

Election of Officer's: Mrs. Watson made a motion to approve the 2019 Officer Rotation, Mrs. Vappie named Chair and Mrs. Laiche named Vice-Chair. Mr. Caffery seconded the motion. Motion carried.

Report of Board Members and/or Committees: There were none.

Report of Director: She invited the Board to attend one of the many family Christmas family programs at the following libraries: Baldwin, Bayou Vista, Centerville and Franklin.

Adjourn: Mrs. Bailey stated she would entertain a motion to adjourn since there was no other business to come before the Board. Mrs. Luke made the motion; Mr. Caffery seconded the motion. Motion carried. The meeting adjourned at 5:50 p.m.

Submitted by:

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Julie W. Champagne,  
Secretary

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Mary Bailey,  
Chair

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