



# ST. MARY PARISH LIBRARY SYSTEM

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

## BOARD OF CONTROL

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

### Julie W. Champagne, Director

206 Iberia Street  
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### St. Mary Parish Library Board Meeting Minutes March 16, 2021

The St. Mary Parish Library Board of Control met on Tuesday, March 16, 2021 at the Alex P. Allain Library in Franklin. Don T. Caffery, incoming Chair, called the meeting to order at 5:03 P.M.

**Attending:** Don T. Caffery, Chair  
Cherie Laiche  
Karla Vappie  
Jane Luke  
Jason Watson, Treasurer  
Julie Champagne, Director

**Absent:** Mary Bailey  
Lucy Watson

**Guests:** Ashton Myers

Julie Champagne, Director, expanded the agenda to include item B: Bayou Vista Renovation under “Unfinished Business” and item F: Officer Rotation under “New Business”.

#### Motion to Approve the Expanded Agenda for March 16, 2021:

- Motion by Mrs. Karla Vappie
- Second by Ms. Jane Luke
- All in favor – Motion carried.

#### Motion to Approve the Budget Hearing Minutes for November 24, 2020:

- Motion by Mrs. Karla Vappie
- Second by Ms. Jane Luke
- All in favor – Motion carried.

#### Motion to Approve the Minutes for November 24, 2020:

- Motion by Mrs. Karla Vappie
- Second by Ms. Jane Luke
- All in favor – Motion carried.

#### Public Comment:

There was no public comment.

#### Committee Reports:

There were no committee reports.

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### Financial Reports:

Ashton Myers, Business Manager, presented the Budget to Actual Report to the Board of Control.

Ashton Myers also proposed amendments to the 2021 budget.

### Motion to Accept the Proposed 2020 Amended Budget, as presented:

Motion by Mr. Jason Watson, Treasurer  
Second by Mrs. Cherie Laiche  
All in favor – Motion carried.

### Old Business:

- A. Julie Champagne informed the Board that there are pending repairs needed on the Centerville branch building. The roof needs repair and both air conditioning units are in need of replacement in the near future. She received a quote for \$8,300 for the replacement of the larger air conditioning unit and a quote of \$20,150 to replace the roof. The Board requested that Julie receive more quotes for each project but authorized the expenditure of \$8,500 for the air conditioner replacement.
- B. The Board was informed that the contract has been signed for the Bayou Vista mold mediation and renovation. The Bayou Vista branch will close on April 5, 2021 and a reopening date will be scheduled upon completion of the project.

### New Business:

- A. In accordance with the previously established Board Chair rotation schedule, Don T. Caffery is appointed as Board of Control Chair for the year 2021. Jane Luke is appointed Board of Control Vice Chair.
- B. Julie Champagne spoke of the Bayouland consortia that St. Mary Parish Library is a member of. She reminded the Board of the reciprocal borrowing agreement between the Libraries that are dues paying members and sharing of digital resources. She discussed that Lafayette Public library cannot dissolve Bayouland, but they can withdraw and how that could potentially affect St. Mary Parish Library. This conversation led to the discussion of the library card fee for residents outside of the taxing district for St. Mary Parish Library. The Board requested that this discussion be revisited at a future meeting with a proposal for adjusting the fee for out of taxing district patrons.
- C. Julie Champagne proposed adjusting library hours to include late night hours beginning Fall 2021. The Board requested a proposed schedule of adjusted library hours at the April 27<sup>th</sup> meeting.
- D. Julie Champagne discussed policy and procedures concerning sick employees and Covid-19 procedures.
- E. Julie Champagne announced that the Berwick renovation bid documents will be uploaded to the bidding portal Wednesday, March 17. At the next board meeting, the architect will be reviewing the bids with the Board. An arborist will need to be consulted to protect the oak trees on the property during the construction process. The Berwick branch has a shed on the property that will

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need to be moved or discarded. Julie Champagne received a quote to move the shed to the old Patterson branch building for \$1,500. The Board decided on selling the shed.

### Motion to Declare the Berwick shed as Surplus:

- Motion by Mrs. Cherie Laiche
- Second by Ms. Jane Luke
- All in favor – Motion carried.

F. The May 4, 2021 board meeting be rescheduled to April 27, 2021.

### Director Report:

Julie Champagne announced the retirement of library employee, Ramona Guillot. She will retire on March 31, 2021 with 13 years of service to St. Mary Parish Library.

### Motion to Adjourn:

Motion by Ms. Jane Luke  
Second by Mrs. Karla Vappie  
All in favor – Motion carried.

The next board meeting is scheduled for April 27, 2021.

The meeting adjourned at 6:27 P.M.

Respectfully submitted:

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Julie W. Champagne

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Don T. Caffery, Chair

*Approved April 27, 2021*

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