

**ST. MARY PARISH LIBRARY BOARD OF CONTROL**

**January 14, 2025**

**5:00 P.M.**

**St. Mary Parish Library**

**206 Iberia Street**

**Franklin, LA 70538**

Cherie Laiche called the meeting order at 5:02 P.M.

In attendance were Cherie Laiche, Jason Watson, Adriane Kramer, Don T. Caffery, Carla Davis and Ashton Myers. Absent was Mary B. Bailey. Karla Vappie arrived at the meeting at 5:25 P.M. The guests in attendance were April Boudreaux, Business Manager and Jeff Legnon, Maintenance Coordinator.

A motion to approve the agenda was made by Jason Watson and seconded by Don T. Caffery. Motion carried.

A motion was made by Adriane Kramer and seconded by Carla Davis to approve the minutes from the November 12, 2024 budget hearing and regular meeting. Motion carried.

There was no public comment.

**Financial Reports:**

April Boudreaux, Business Manager, presented the budget to actual as of December 31, 2024.

April Boudreaux presented amendments to the 2025 budget in the following line items.

- Sheriff's Fee: \$100,000 amended to \$94,097
- Property Insurance: \$138,943 amended to \$131,164
- General Liability Insurance: \$28,223 amended to \$23,205
- Bond Insurance: \$8,490 amended to \$6,861
- Auto Insurance: \$7,299 amended to \$8,414

A motion was made by Jason Watson and seconded by Adriane Kramer to amend the 2025 budget. Motion carried.

**Maintenance Report:**

Jeff Legnon, maintenance coordinator, introduced himself and presented the maintenance and facilities report. He reported drainage issues at Amelia, Bayou Vista and Patterson libraries, a new maintenance scheduling and tracking system that has been implemented to streamline maintenance reporting from the branches, a preventive maintenance contract for the boiler and chiller system in Franklin and the various building repairs that are currently in progress.

The Amelia branch is projected to reopen before the end of January, following repairs related to damage from Hurricane Francine. Quotes are being acquired for the roof repairs in Amelia. The bathrooms in Bayou Vista will be renovated before the end of January and quotes are being acquired to replace the carpet. The Centerville roof will be repaired before the end of January. Contractors are waiting for materials to begin the window replacement in Franklin.

**New Business:**

Ashton Myers presented the engagement letter for the fiscal year 2024 financial audit from Kolder, Slaven and Co. A motion was made by Jason Watson and seconded by Carla Davis to approve the engagement letter. Motion carried.

Ashton Myers updated the board that we have \$1,500,000 available for investment in CDs. MC Bank in Morgan City has offered a 4% interest rate for a 24-month term. The board approved the investment of the full amount, allocating \$500,000 into two CDs and \$250,000 into two CDs, all at the proposed rate.

The discussion of fire alarms was tabled to the next meeting.

The library received an anonymous donation of \$2,500 to be used at the Centerville branch library. Ashton Myers informed the board that it will be used to purchase a tinker table and board games for in branch use.

**Director's Report:**

Spring staff day will be held on March 28, 2025, where staff will complete their ethics and sexual harassment training, as well as receive training for first aid and CPR certification.

Card readers are being installed at the Patterson, Berwick, Bayou Vista and Baldwin branches.

The next meeting will be held March 11, 2025.

Ashton Myers reminded the board to complete their sexual harassment and ethics training before December 31, 2024.

A motion was made by Don T. Caffery to adjourn the meeting and seconded by Karla Vappie. Motion carried.

The meeting adjourned at 5:48 PM.