

**Minutes of the
West Baton Rouge Library Board of Control
Regular Meeting
Tuesday, November 15, 2022 4:00 – 4:50 PM
830 N. Alexander Ave., Port Allen, LA 70767**

Call to Order, Pledge of Allegiance led by Mr. Dannie Garrett

Roll Call by Ms. Martin - Present: Ms. Joanne Bourgeois, President; Ms. Brenda Morgan, Treasurer; Mr. Carey Denstel, Ex Officio; Ms. Kelson Swancy; Mr. Henry Henderson; and Ms. Laurie Moreau. **Absent:** Ms. Scarlet Callicoatte, Vice President; and Ms. Andrea Kent. **Also present** were Tamie Martin, Executive Director; Mr. Dannie Garrett, attorney; and Luis Interiano, Reference Librarian **Ms. Bourgeois declared a quorum present.**

Public Comment

None

Minutes of September 20, 2022, meeting

Ms. Bourgeois asked the Board to review the minutes of the September 20, 2022, meeting in their packets and asked for discussion and public comments. There being none, she asked for a motion on the minutes: **Motion to approve** by Ms. Kelson Swancy, seconded by Ms. Laurie Moreau **to accept the minutes of the September 20, 2022, Board Meeting as presented.** Ms. Bourgeois asked for further discussion, and there being none, she moved to a voice vote. **Without opposition, the motion passed.**

Minutes of October 18, 2022, special meeting

Ms. Bourgeois asked the Board to review the minutes of the October 18, 2022, special meeting in their packets and asked for discussion and public comments. Ms. Swancy noted that in the listing of the roll call vote considering the purchase of property at 6311 LA-1, Ms. Scarlet Callicoatte's recusal was noted twice. Ms. Martin agreed that this was a typo. Ms. Bourgeois asked for a motion on the minutes with this correction.: **Motion to approve** by Mr. Henry Henderson, seconded by Ms. Kelson Swancy **to accept the minutes of the October 18, 2022, Special Board Meeting as amended.** Ms. Bourgeois asked for further discussion, and there being none, she moved to a voice vote. **Without opposition the motion passed.**

Consideration of 2023 Holiday Schedule

Ms. Martin asked the Board to consider the 2023 Holiday Schedule for library employees. Ms. Bourgeois asked if there was anything new or unusual in the schedule. Ms. Martin replied that Presidents' Day falls on Lundi Gras in 2023, so both holidays would be observed on the same day. **Motion to approve** by Ms. Laurie Moreau, seconded by Ms. Brenda Morgan to approve the presented 2023 Holiday Schedule. Ms. Bourgeois asked for further discussion. **The motion passed unanimously.**

Consideration of 2023 Board Meeting Schedule

Ms. Martin told the Board that the November regularly scheduled meeting would fall in the week of Thanksgiving. She stated that they could vote to amend the schedule now or to wait until closer to that time to decide if a meeting that week would be possible. Ms. Bourgeois suggested

that the Board wait until closer to the November date. **Motion to approve the schedule as presented** by Ms. Kelson Swancy, seconded by Ms. Laurie Moreau. There being no further discussion, Ms. Bourgeois asked for a voice vote. **The motion passed unanimously.**

Update on the Purchase of 6311 LA-1

Ms. Martin told the Board that the Parish Council passed an ordinance granting Parish President Berthelot authority to sign paperwork to buy the property at 6311 LA-1 on October 27, 2022. Parish President Berthelot subsequently completed the paperwork and Ms. Martin began the tasks of connecting utilities, ensuring adequate security, and gathering quotes for needed repairs. She told the Board that Brad Guerin of Fusion Architects was working on plans for the build-out.

Reports

Ms. Martin gave financial, statistical and operations reports. She stated that she ordered new carpet for the Port Allen branch to be installed in 2023. She also gave details of plans to staff the new branch with existing staff members and hiring new staff members to replace them at the Port Allen branch so they can be trained before the new branch opens. She also reported that the Parish Council seemed satisfied with her presentation of the 2023 budget and that they only had a few questions.

Conclusion – Next Meeting

The next regularly scheduled Library Board of Control meeting will be **January 17, 2023, at 4:00 p.m.** Meeting adjourned at 4:50 PM.

Motion to adjourn was made by Ms. Laurie Moreau; seconded by Ms. Kelson Swancy. Motion passed.

/s/ _____

Ms. Joanne Bourgeois, President, Library Board of Control

/s/ _____

Submitted by Tamie Martin, Director