

**Minutes of the
West Baton Rouge Library Board of Control
Regular Meeting
Tuesday, May 16, 2023, 4:05 – 4:40 PM
830 N. Alexander Ave., Port Allen, LA 70767**

Call to Order, Pledge of Allegiance led by Mr. Henry Henderson

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; Ms. Laurie Moreau and Ms. Andrea Kent. **Absent:** Ms. Scarlet Callicoatte, Vice President **Also present** were Tamie Martin, Executive Director; Mr. Luis Interiano, **Ms. Bourgeois declared a quorum present.**

Public Comment

None

Minutes of March 21, 2023, meeting

Ms. Bourgeois asked the Board to review the minutes of the March 21, 2023, 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. Laurie Moreau, seconded by Ms. Kelson Swancy **to accept the minutes of the March 21, 2023, 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.**

Consideration of Carpet Installation

Ms. Martin presented quotes from 3 different carpet installation companies to install already purchased carpet in the library. Ms. Martin included the quotes for moving shelves for the companies that did not already have that labor included. Ms. Martin explained that Unit Design recommended moisture mitigation, which increased the total of their quote. The other two companies said that moisture remediation was not necessary. Ms. Martin said she checked each company's licensure and insurance. She listed what was included in each quote, as well as the expected closure time for each company. Ms. Bourgeois asked what other projects had been completed by Heritage Flooring. Ms. Moreau stated that Heritage listed the New Orleans airport Concourse B, Covington High School, East Ascension High School, and Hyatt Regency New Orleans as examples of their work. Ms. Martin gave details of other libraries' experience with carpet replacement and closure time. **Motion to accept the quote** from Heritage Flooring by Ms. Laurie Moreau, seconded by Ms. Brenda Morgan. **The motion passed unanimously.**

Reports

Ms. Martin gave financial, statistical and operations reports. She stated programs were very popular and that staff have been taking advantage of continuing education through the State Library. She stated that interest rates for Certificates of Deposit that the library holds increased from 0.4% to 4.0%

Conclusion – Next Meeting

The next regularly scheduled Library Board of Control meeting will be **July 18, 2023 at 4:00 p.m.** Meeting adjourned at 4:39 PM.

/s/ _____

Ms. Joanne Bourgeois, President, Library Board of Control

/s/ _____

Submitted by Tamie Martin, Director