

**ST. MARY PARISH LIBRARY BOARD OF CONTROL**  
**May 13, 2025**  
**5:00 P.M.**  
**St. Mary Parish Library – West End Branch**  
**100 Charenton Road**  
**Baldwin, LA 70514**

Cherie Laiche called the meeting order at 5:05 P.M.

In attendance were Cherie Laiche, Jason Watson, Mary B. Bailey, Don T. Caffery, Adriane Kramer, Karla Vappie and Ashton Myers. Absent was Carla Davis. The guest in attendance was April Boudreaux, Business Manager.

A motion to approve the agenda was made by Mary Bailey and seconded by Adriane Kramer. Motion carried.

A motion was made by Jason Watson and seconded by Karla Vappie to approve the minutes from the March 11, 2025, regular meeting. Motion carried.

There was no public comment.

**Financial Reports:**

Ashton Myers presented the budget to actual as of April 30, 2025.

**Maintenance Report:**

Ashton Myers gave the maintenance report.

The replacement of the windows at the Franklin Branch is ongoing. The windows and frames have been replaced and the stucco and sheetrock repair work is expected to continue next week.

Quotes are being solicited to replace the roofs at Amelia and Franklin. Coleman Roofing submitted a quote for a TPO roof replacement at each location but the other roofers that were contacted strongly suggest modified bitumen roofing system for its longevity, though it is a more expensive roofing system. It is possible that the roof replacement for the Franklin Branch will exceed bid law requirements.

Fire alarms are currently being installed at the four branches. Bayou Vista's fire alarm system is in process. Ashton will update the board as the systems are complete.

Quotes are being solicited to replace the carpet in Patterson.

A quote has been requested to repair the sewer vent at the Patterson branch.

A quote has been requested to repair the external wall on the Iberia Street side of the Franklin Branch.

Calcasieu Mechanical is currently working to identify the cause of the condensation in the duct work at the Berwick Branch. There are filters that have been neglected since the building's opening and a hood will need to be installed on an external air intake where moisture is getting into the system. A

discussion was had about contracting with Calcasieu Mechanical to also inspect and maintain the AC system at the Berwick Branch.

**New Business:**

Ashton Myers informed the board of her request to contract with a new IT firm to manage the library system's IT infrastructure. A discussion was had of the ongoing issues with the current firm and how the new firm plans to address the current issues, especially the patron computers. The board approved of the new contract.

Ashton Myers proposed twenty-eight old patron computers and a PA system for surplus. A motion was made by Adriane Kramer and seconded by Mary Bailey to declare the IT equipment as surplus. Motion carried.

A proposal was made to Ashton Myers by Mrs. Glenna Kramer to renovate the Franklin Branch to add a quiet reading room within the library. A building committee was created to oversee this project. The building committee consists of Adriane Kramer, Mary Bailey and Karla Vappie.

Ashton Myers informed the board that the renewal for Newsbank returned at a large increase for 2026-2027. The renewal rate from now until March 31, 2026 is \$1,728. The renewal rate for April 1, 2026 through March 31, 2027 will be \$4,550.

**Director's Report:**

Ashton Myers informed the board that she met Evan Boudreaux, Economic Development Coordinator for the parish to discuss ways that the library can assist with the workforce development of the parish.

Ashton Myers will be on vacation from May 30 through June 6<sup>th</sup>. April Boudreaux will be the main point of contact for that week.

The next meeting will be held July 8, 2025 at the Amelia Branch.

Ashton Myers reminded the board to complete their sexual harassment and ethics training before December 31, 2025.

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

The meeting adjourned at 6:08 PM.