

ST. MARY PARISH LIBRARY BOARD OF CONTROL

July 8, 2025

5:00 P.M.

St. Mary Parish Library – Amelia Branch

625 Lake Palourde Road

Amelia, LA 70340

Cherie Laiche called the meeting order at 5:00 P.M.

In attendance at the roll call were Cherie Laiche, Jason Watson, Don T. Caffery, Adriane Kramer, Karla Vappie and Ashton Myers. Absent was Mary B. Bailey. Carla Davis arrived at 5:17 PM. The guests in attendance were April Boudreaux, Business Manager and Jeff Legnon, Maintenance Coordinator.

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

A motion was made by Don T. Caffery and seconded by Jason Watson to approve the minutes of May 13, 2025, regular meeting. Motion carried.

There was no public comment.

Financial Reports:

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

Maintenance Report:

Jeff Legnon gave the maintenance report.

Three quotes have been received for the roof replacement in Amelia. The Library chose to contract with LA Classic Roofing. A few spots of mold have appeared in the meeting room and will be tested in the coming weeks.

Additional ductwork and eggcrate ceiling tiles were added to the existing HVAC system in Berwick to mitigate the condensation that is dripping onto the ceiling tiles above the juvenile and young adult sections.

The sign outside of Bayou Vista was fixed

ARL is contracted to repair the sewer vent at the Patterson Branch. The main air conditioning unit has coolant leaking from the unit; however, the contractor cannot determine where the coolant is leaking until the entire unit can be shut down, which will take place after the summer. The heating elements will also need to be replaced in this unit.

The rotten deck boards at the Centerville Branch have been replaced.

Paul Allain, Architect is working with the Library to develop a scope of work to replace the roof on the Franklin Branch and to develop the addition of a quiet study room in the branch, donated by the Kramer family. A walkthrough is scheduled with the architect and ARL next week.

ARL will be submitting a proposal for the repair of the exterior wall at the Franklin Branch facing Iberia Street. The windows that leaked on the second floor of the Franklin branch have been replaced. A plan change will be submitted for the floor replacement in the kitchen where water has leaked and damaged the floor tiles. The chiller at Franklin was also repaired multiple times since the last meeting.

Baldwin has not had any major repairs or maintenance; however the AC units are original to the building and may need to be replaced in the near future.

Old Business:

Ashton Myers updated the board on the transition to the new IT firm, Rader Solutions. The issues with the patron computers has been solved and the technician in charge of this project is in the process of creating the final image for all patron computers. Rader should be on site next week to begin imaging all of the patron PCs with the proper image.

There are 10-12 computers throughout the system that run on Windows 10 and will need to be replaced before October. That money has been allocated already.

Cohesive Connections is still working on the camera system.

The old patron PCs and some old AV equipment was declared surplus at the last meeting. No bids were received for the PCs so they will be recycled in the coming weeks and a bid of \$150 was received and accepted for the AV equipment.

Mrs. Glenna Kramer proposed to Ashton Myers the possibility of funding an addition to the Franklin branch in the form of a private reading room. A preliminary meeting will be held next week with the architect and ARL.

New Business:

A motion was made by Adriane Kramer and seconded by Carla Davis to establish the Banner Tribune as the official journal.

A motion was made by Carla Davis and seconded by Karla Vappie to amend the Capital Assets Policy.

Director's Report:

Ashton Myers met with representatives from EBSCO regarding the state library's cancellation of statewide EBSCO access. The cost came in between \$5,500 and \$7,500. Alternative resources are being explored.

In August, the library will be doing performance evaluations of all staff. These performance evaluations will determine pay increases. At the September meeting, Ashton Myers will be proposing an additional cost of living adjustment to the existing pay scale.

An update was given on the summer reading program, as well.

The next meeting will be held September 9, 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 Carla Davis. Motion carried.

The meeting adjourned at 5:53 PM.