



**Cameron Parish Library Board of Control  
Regular Meeting  
Tuesday, September 18, 2012  
Cameron Library  
4:00 P.M.  
AGENDA**

1. Call to Order
2. Prayer
3. Pledge of Allegiance
4. Minutes – August 21, 2012
5. Gene Sellers – Cameron Main
6. Library Director
7. Executive Session - Personnel
8. Financial and Expenditure Report
9. Personnel – New Hire Grand Chenier
10. Grand Chenier Update – Construction, Shelving and Furniture
11. Lowry Library Update
12. Grand Lake Library Update
13. Branch Statistics/Reports
14. Adjourn



## PROCEEDINGS

Cameron Parish Library  
Board of Control  
Regular Meeting  
Cameron Library  
September 18, 2012

Board President Cyndi Sellers called the meeting to order at 4:02 p.m. at the Cameron Library. Board Members present were Cyndi Sellers, Stephanie Rodrigue, Geralyn Myers, Lisa Hunt, Kathy Helmer, Helen Williams, Jaimie Boudreaux and Joe Dupont.

The prayer was led by Stephanie Rodrigue and Jaimie Boudreaux led the Pledge of Allegiance.

On the motion of Stephanie Rodrigue, seconded by Helen Williams, and carried, the board voted unanimously to accept the August 21, 2012 minutes as written.

Mr. Gene Sellers with the Sellers Group made a presentation on the progress of Cameron Main. He reported that FEMA has approved the enlargement from the old building's 7,000 sq. ft. to the new building size of 9,200 sq. ft. He was able to adjust the placement of the building on the site in order to avoid asking for a driveway easement from the adjacent property. A women's restroom was added. The manager's office was changed to enclose the space and accommodate a door opening directly to the circulation desk. The bookkeeping office was enclosed for privacy with a window into the manager's office. A desk area was incorporated into an alcove which can serve as a desk for the Tourism Board and can also function as a greeting area for functions during or after regular library hours. Mr. Sellers reported that the plans are 75%-80% ready and should be finalized within two months. On the motion of Kathy Helmer, seconded by Stephanie Rodrigue, and carried, the board voted unanimously to approve these changes to the Cameron Main plans.

The option of a generator was suggested. On the motion of Stephanie Rodrigue, seconded by Lisa Hunt, and carried, the board voted unanimously for The Sellers Group to research what is available and possibilities for funding a generator, with a preference for an automatic switch and the capability to run the entire building to at least deter humidity.

The Creole Nature Trail kiosk for Cameron Main was discussed. Dede Sanders will e-mail the information on the kiosk to Gene Sellers in order to have it incorporated into the site plan.

Gene Sellers reported on the progress of the new Grand Chenier Library. The contractor thinks that the building should be completed by mid-November. With the Fire Marshal inspection, etc., he estimates that it will likely be the end of 2012 before the building is ready for occupancy. It will be up to the Police Jury to hold back payments to the contractor due to the contractor's failure to complete the project by the contract deadline.

On the motion of Stephanie Rodrigue, seconded by Geralyn Myers, and carried, the board voted to aggressively advertise for a Library Director with a salary range of \$40,000 to \$65,000. Aye – Stephanie Rodrigue, Kathy Helmer, Lisa Hunt and

Geralyn Myers. Nay – Joe Dupont, Helen Williams and Jaimie Boudreaux. Motion passed.

On the motion of Lisa Hunt, seconded by Geralyn Myers, and carried, the board voted to go into Executive Session as follows: Stephanie Rodrigue, aye; Joe Dupont, aye; Kathy Helmer, aye; Lisa Hunt, aye; Cyndi Sellers, aye; Geralyn Myers, aye; Helen Williams, aye; Jaimie Boudreaux, aye.

On the motion of Joe Dupont, seconded by Jaimie Boudreaux, and carried, the board voted to return to Regular Session as follows: Stephanie Rodrigue, aye; Joe Dupont, aye; Kathy Helmer, aye; Lisa Hunt, aye; Cyndi Sellers, aye; Geralyn Myers, aye; Helen Williams, aye; Jaimie Boudreaux, aye.

On the motion of Stephanie Rodrigue, seconded by Helen Williams, and carried, the board voted unanimously to accept the information received in Executive Session with no action taken.

On the motion of Stephanie Rodrigue, seconded by Lisa Hunt, and carried, the board voted unanimously to receive the Financial Report and Expenditure Report as received.

On the motion of Stephanie Rodrigue, seconded by Helen Williams, and carried, the board voted unanimously to hire Katarina M. Conner as a Substitute in Grand Chenier.

Grand Chenier shelving was discussed. Bids from Library Interiors were presented with a bid of \$40,767.64 for rolling shelving and \$26,830.86 for non-rolling shelving. These bids are on a piggyback contract with Jefferson Parish Contract #55-12174. Helen Williams will check with the Police Jury and, if necessary, the auditor, regarding the rules as they apply to this purchase. On the motion of Stephanie Rodrigue, seconded by Helen Williams, and carried, the board voted unanimously to accept the Library Interiors bid of \$40,767.64 for rolling shelving pending the approval of the Cameron Parish Treasurer.

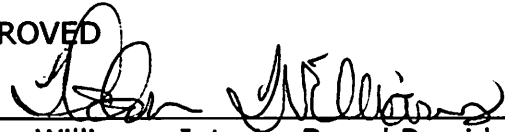
Quotes were presented for Grand Chenier furniture. On the motion of Kathy Helmer, seconded by Jaimie Boudreaux, and carried, the board voted unanimously to approve the quote from Mr. Collins for \$3,550.00 to produce 2 adult benches, a child's bench, a child table, an adult table, 2 adult computer tables, and a kid's computer table, pending the fulfillment of ADA requirements.

The new Grand Lake Library is officially open.

The Lowry update was discussed. Mr. Lonnie Harper's office has completed the elevation certificate and is working on foundation plans. Mr. Randy Thomas is assisting with the solicitation of bids for the project. Mold and mildew is a problem in the building to be moved and an environmental company needs to check the building. Also rust is corroding the HVAC system and needs to be assessed.


There being no further business and upon the motion of Stephanie Rodrigue, seconded by Jaimie Boudreaux, and carried, the board voted unanimously to adjourn at 6:40pm.

APPROVED



Helen Williams, Interim Board President

ATTEST



Lisa Hunt, Board Vice-President and Acting Secretary

PROCEEDINGS: Cameron Parish Library Board of Control Regular Meeting. Cameron Library, September 18, 2012