



Audubon Regional Library
Board of Commissioners
Regular Meeting
Wednesday, December 18, 2024, 5:00 PM
6108 LA-10, Greensburg, LA 70441

A. CALL ORDER

The meeting of the Audubon Regional Library Board of Commissioners was called to order at 5:05 p.m.

1. Invocation by Martin Macdiarmid.
2. Pledge of Allegiance
3. Roll Call. Present: Larry Charles Freeman, Martin Macdiarmid, Roderick Matthews, and Major Coleman. Absent: Faye Talbot and Jermi Adams.
4. Motion. Approval of Agenda. Major Coleman made a motion to approve the agenda. Larry Charles Freeman seconded. All approved. The motion passed unanimously.

B. PUBLIC COMMENT

There were no public comments.

C. UNFINISHED BUSINESS

1. Motion. Approval of the Minutes from Previous Meeting, November 20, 2024. Martin Macdiarmid motioned to approve the minutes from the previous meeting, November 20, 2024. Major Coleman seconded. All approved. The motion passed unanimously.
2. Motion. Profit & Loss Statement, Financial and Investment Report. Roderick Matthews motioned to approve the Profit & Loss Statement, Financial and Investment Reports as presented. Major Coleman seconded the motion and all approved. The motion passed unanimously.
3. Motion. Approval of Credit/Debit Bank Expenditures. Martin Macdiarmid motioned to approve the Credit/Debit Card Expenditures. Major Coleman seconded and all approved. The motion passed unanimously.
4. Motion. Budget Adjustment 2024. Major Coleman motioned to approve the 2024 Budget Adjustment as presented. Larry Charles Freeman seconded the motion and all approved. The motion was approved unanimously.

D. NEW BUSINESS

1. Motion. Clinton Parking Lot & Play Area Presentation and Plan Approval. Martin Macdiarmid motioned to approve Plan A of the Audubon Regional Library Playground and Parking Presentation, Statement of Probable Construction Cost of \$333,063.00 as presented by Roy T. Dufreche, Landscape Architect & Planner. Major Coleman seconded and all approved. The motion passed unanimously.
2. Elect Library Board Officers. Martin Macdiarmid motioned to keep the current officers for the 2025 year. Major Coleman seconded and all approved. The motion passed unanimously.
3. Set Holiday Dates for 2025. Major Coleman motioned to approve the Proposed Holiday Closures 2025. Martin Macdiarmid seconded and all approved. The motion passed unanimously.
4. Policy Revisions.
 - a. Motion. Financial Policies. Major Coleman motioned to approve the revision of 5. Investment of Funds Beyond Budget, c., to read: Funds shall only be deposited with insured institutions, such as those insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Administration (NCUA). Larry Charles Freeman seconded and all approved. The motion passed unanimously.
 - b. Motion. Leave Policy. Martin Macdiarmid motioned to approve the revision of Section 20-Leave Policy, Administrative Absence with Pay, Emergency Closures as presented. Larry Charles Freeman seconded. All approved and the motion passed unanimously.
5. Motion. Greensburg Project Geotechnical Investigative Services. Major Coleman made a motion to approve Terracon's proposal # PEH245189 for \$10,000.00 for the Greensburg Project Geotechnical Investigative Services. Larry Charles Freeman seconded and all approved. The motion passed unanimously.
6. Greensburg Library HVAC Repairs. Major Coleman made a motion to accept quote # 823 from Northwoods Construction Company in the amount of \$3,680.00 for labor and materials to install 2 window ac/heat units at the Greensburg branch, which are to be provided by Audubon Regional Library. Larry Charles Freeman seconded and all approved. The motion passed unanimously.
7. Hotspots and Cellular Phones. The director reported that the library will be acquiring mobile hotspots for the branches for patron checkout and cell phones for administration for library use. The director also reminded the board about the required mandated training and financial disclosures that should be completed for 2024.

E. EXECUTIVE SESSION.

1. Director's. Evaluation. Martin Macdiarmid made a motion at 5:58 p.m. for the Board to enter Executive Session to discuss the director's evaluation. Major Coleman seconded and all approved. The motion passed unanimously. The Board entered executive session. A motion was made at 6:12 p.m. by Roderick Matthews to exit executive session. This motion was seconded by Martin Macdiarmid and approved by all. The motion passed unanimously, and the board exited executive session. Major Coleman motioned to vote for a full merit raise of 6% to the director starting in January 2025, based on his performance in 2024. Martin Macdiarmid seconded and all approved. The motion passed unanimously.

F. LOCATION, DATE AND TIME OF NEXT MEETING.

The location, date and time of the next meeting is Wednesday, January 15, at 5:00 P.M. at the Audubon Regional Library, 11023 Bank Street, Clinton, LA 70722.

G. ADJOURNMENT

Motion. Major Coleman motioned to adjourn the meeting. second and all approved.
The motion passed unanimously. The meeting was adjourned at 6:22 P.M.