

Iberville Parish Library
Board of Control Minutes

24605 J. Gerald Berret Blvd.

November 20, 2025

1:00 PM

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>
Ms. Tonya Orcino - Board President	X	
Mr. Clotis Johnson – Board Vice President	X	
Ms. Charlene Bishop	X	
Ms. Madeline Kessler	X	
Ms. Mary Obier	X	
Ms. Deena Thomas		X
Ms. Catherine Williams		X
Mr. Kyle Grace, ex-officio	X (arrived, 1:15 PM; left 2:00 PM)	

Also in attendance:

Jennifer Seneca, Library Director; Assistant Directors: Elaine Harris, David Hughes, Yolanda Young.

PUBLIC HEARING – No public in attendance. Board started meeting and will allow any public to be heard during budget agenda items

CALL TO ORDER

- Meeting Called to Order by Board President Tonya Orcino at 1:05 PM.
- Roll call taken.

ADOPTION OF MINUTES

Motion by Madeline Kessler to dispense with the reading of the minutes to approve the minutes of the September 11, 2025, meeting. Second by Mary Obier. Motion passed.

PUBLIC COMMENTS ON ITEMS ON THE AGENDA

No comments made.

UNFINISHED BUSINESS

- The library board had no unfinished business to discuss.

NEW BUSINESS

Director's Reports

The library director updated the library board on the status of the Small Branch Renovations and updates on change orders. The project is progressing well and projected to be under budget. An update was provided on the Plaza Drive renovation project. Proposals were signed with the design team. Current project timeline is to release bids in spring with hopeful completion of project in late fall 2026.

The bond process is complete. An update was given on the rules governing the use of funds and the timeline of payments. Library Administration will hold a meeting with the design team in December. A proposed final floor plan will be presented at the January meeting. Then, Library Administration will work with the design team to bring the plan to construction documents ready for bid.

The library director provided updates on building and equipment issues. The library board has budgeted to purchase a bookmobile the last two years. The project has been pushed back due to the time taken to focus on the master building program. The library director presented a proposal to hire a specialty vehicle consultant to help develop specs and work through the procurement process. The final proposal will be presented for board approval in January.

The library director provided updates to the library board on open staff positions and the status of fulfilling those positions.

Budget Presentation – FY 2025 Amended and FY 2026 Proposed: General Fund – Library

The library director presented the budget and budget narrative. Motion by Charlene Bishop to adopt the FY 2025 amended budget and the FY 2026 proposed budget for the general fund as presented. Second by Clotis Johnson. Motion passed.

Motion by Clotis Johnson to allocate \$450,000 from fiscal year 2025 to the purchase of a vehicle for mobile library service and move those funds to the capital outlay expenditure account until the procurement process is complete. Second by Mary Obier. Motion passed.

Budget Presentation – FY 2025 Amended and FY 2026 Proposed: Capital Improvements Fund

The library director presented the budget and budget narrative. Motion by Clotis Johnson to adopt the FY 2025 amended budget and the FY 2026 proposed budget for the capital improvements fund as presented. Second by Charlene Bishop. Motion passed.

Motion by Madeline Kessler to keep any interest earned in FY 2025 for the capital improvement investment account and the bond fund account in those respective accounts towards future projects. Second by Clotis Johnson. Motion passed.

Election of Officers for 2026

Nominations opened. Charlene Bishop nominated Clotis Johnson Board President and Mary Obier nominated for Board Vice President. Second by Madeline Kessler. No other nominations were made. Nominations closed. All in favor. Nominations confirmed.

Proposed Dates for 2026 Library Board of Control Meetings

Dates for the 2026 Library Board of Control meetings were provided. Dates for board meetings are governed by the board's bylaws.

ADJORNMENT

Motion by Clotis Johnson to adjourn the meeting at 2:33 p.m. Second by Madeline Kessler.
Motion passed.

APPROVAL OF BOARD MINUTES BY

Clotis Johnson
Board President

Date