

**MINUTES OF THE FEBRUARY 11, 2025 REGULAR MEETING OF THE
ARMAND J. BRINKHAUS SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
BOARD OF COMMISSIONERS**

The Board of Commissioners of the Armand J. Brinkhaus Community Library District met in a public meeting at the library, 235 Marie Street, Sunset, Louisiana at 6:00 p.m., Tuesday, February 11, 2025, as per the meeting notice posted at the Library on February 7, 2025, at 3 p.m. and used the same Agenda which was so posted. The posted Notice and Agenda are made a part of the minutes herein.

Members of the board present were Andy Dakin, LaShona Dickerson, Susan Fontenot, and Celeste Hebert.

Member(s) of the Board absent: Charles James and Charles Richard

Also present were Barbara Malbrue and Tricia Schroedter

The meeting was called to order and the "Pledge of Allegiance" was recited at 6:00 p.m. once a quorum was assembled.

Susan Fontenot moved and Celeste Hebert 2nd a motion to accept the minutes from the November 12, 2024, regular board meeting. Motion passed without objection.

Chairman's Comments and Announcements: Andy Dakin had no comments

Friends' Report: Myrtle Deranger read the report. Meeting was held at Wednesday, December 11, 2024 at 3:00 PM. Keeping with the Christmas season, the theme was Joy to the World. An inspirational reading with a Christmas theme was interspersed with music, reflecting the birth of Christ. In lieu of door prizes a basket of books was available for members to take and use Christmas gifts or to read a child. See attached. Next meeting date is scheduled for Wednesday, March 12, 2025. **A motion was made by Susan Fontenot and 2nd by Celeste Hebert to accept the report. The motion passed unanimously.**

Librarian's Report: Barbara Malbrue discussed items on the **attached** report. Susan Fontenot made a **motion** to accept the Librarian's Report, and it was **2nd** by Celeste Hebert **passed** unanimously.

Business Manager's Report: Tricia Schroedter shared the financials (see attached). Susan Fontenot made a **motion** to accept the Business Manager's report, **2nd** by Celeste Hebert, **passed** unanimously.

Old Business:

None

New Business:

- Public Comment
 - None
- Appoint Nominating Committee—Elect Officers in May. Celeste Hebert and Susan Fontenot were appointed by Andy Dankin for the nominating committee.
- Determine Board members whose terms expire in May. There are no Board members whose terms expire in May.
- Approve compliance questionnaire for Auditors. Moved by Susan Fontenot and 2nd by Celeste Hebert for Andy Dankin to sign the report.

- Raise calculation method for employees
 - Moved by Susan Fontenot and 2nd by Celeste Hebert to table until the May meeting

Other Business:

- Reminder: Ethics training needs to be completed (copies of completion to business manager for her files) <https://laethics.net/EthicsTraining>
- Reminder: Preventing Sexual Harassment Training should be completed (copies of completion to business manager for her files) <http://extranet.state.lib.la.us/psh/login.html>

Barbara will send new links for trainings. Reminder to submit financial disclosures before May 15th.

ADJOURN

6:53 pm Susan Fontenot **moved** and Celeste Hebert **2nd a motion** to adjourn meeting. **Passed** unanimously.

REMINDERS:

- MAY MEETING—May 13, 2025
- Elect Officers
- Vote to approve millage—quorum needed

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