



Livingston Parish Library Board of Control
Regular Meeting, January 25, 2022

Minutes

The Livingston Parish Library Board of Control met in regular session on January 25, 2022. The meeting took place at the Denham Springs-Walker Branch, located at 8101 LA Hwy 190, Denham Springs, LA 70726.

1. Call to Order

Board Vice-President, Kathy deGeneres, called the meeting to order at 5:10 p.m.

2. Roll Call

Present: Melissa Anderson, Kathy deGeneres, Stephen Link, Erin Sandefur

Absent: Ronnie Bencaz, Debbie Henson, Ivy Graham

Also Present: Jennifer Seneca, Assistant Library Director

3. Approve Minutes of November 15, 2021 meeting

Motion by Stephen Link, seconded by Erin Sandefur to waive the reading of the minutes and approve as presented, passed unanimously.

4. Public Comments of Items on the agenda

None.

5. Unfinished Business

a. Administrative positions

Review of job descriptions proposed by Giovanni Tairov to create and hire a second assistant director position and rename the position of the current assistant director. Motion by Stephen Link, seconded by Erin Sandefur to accept the proposed job

descriptions of Assistant Director of Branch Services and Assistant Director of Support Services. Motion passed unanimously.

6. New Business

a. Election of Officers

Motion made by Melissa Anderson to postpone election of officers until March 2022 meeting. Seconded by Stephen Link. Motion passed unanimously.

b. Administrative Building Expansion Project – Review of bids, Request to accept low bid

Library's architect Phillip Kern presented the bids and explained the issue with a date field on the low bidder's form. Jennifer Seneca presented the library counsel's response based on Louisiana Revised Statute 38: 2212 2(B). Counsel states that this is not a disqualifying factor for low bidder.

Motion by Stephen Link, seconded by Erin Sandefur to accept Blount General Contractor's bid and proceed with construction. Motion passed unanimously.

c. Surplus furniture, request to dispose of through auction

Motion made by Erin Sandefur, seconded by Melissa Anderson to dispose of surplus furniture via auction, passed unanimously.

d. Policy addition: COVID-19 and return to work protocol

Discussion amongst board members concerning points of policy. Directive to rewrite policy and represent at March 2022 board meeting. Motion to table made by Erin Sandefur, seconded by Stephen Link, passed unanimously.

e. Executive Session: Damage Claim

i. Motion to go into executive session

Made by Stephen Link, seconded by Melissa Anderson, passed unanimously.

The executive session started at 5:56 p.m.

The executive session ended at 6:18 p.m.

Motion to deny the damage claim made by Stephen Link, seconded by Melissa Anderson, passed unanimously.

7. Adjournment

The meeting adjourned at 6:22 p.m.