



Audubon Regional Library
Board of Commissioners
Special Meeting Minutes
Wednesday, December 16 2025, 5:00 PM
11023 Bank Street, Clinton LA 70722

A. CALL TO ORDER

The meeting of the Audubon Regional Library Board of Commissioners was called to order at 5:00 p.m.

1. Invocation by Major Coleman
2. Pledge of Allegiance led by Roderick Matthews
3. Roll Call. Present, Roderick Matthews, Faye Hoffman Talbot, Larry Freeman, Major Coleman, Martin Macdiarmid. Absent, Jermi Adams. Quorum noted and established.
4. Motion. Approval of the Agenda. Major Coleman motioned to approve the agenda. Martin Macdiarmid seconded and all approved. Motion passed unanimously.

B. PUBLIC COMMENTS

There were no public comments.

C. NEW BUSINESS

1. A. Update. Mr. Roy T. Dufreche, of Roy T. Dufreche & Associates, provided an update on the Clinton Project.
B. Authorization to Close Out Project. A motion was made by Major Coleman to authorize the Library Director to finalize and close out the Clinton Project, including all required documentation, inspections, and final payments. The motion was seconded by Martin Macdiarmid and all approved. The motion passed unanimously.
2. Transfer of Funds – Clinton Library Building Fund. A motion was made by Major Coleman to authorize the transfer of funds from the Feliciana Bank & Trust Clinton Library Building Fund to the General Fund to reimburse project-related professional services. The motion was seconded by Faye Hoffman Talbot and all approved. The motion passed unanimously.

3. St. Helena Branch Property – Title Services. A motion was made by Major Coleman to authorize the Library Director to expend up to \$500 for title services and associated attorney fees related to the transfer of the St. Helena Branch property located at 6108 LA-10, Greensburg, Louisiana to St. Helena Parish. The motion was seconded by Larry Freeman and all approved. The motion passed unanimously.
4. St. Helena Building Fund Management. A motion was made by Faye Hoffman Talbot to authorize the Library Director to manage the St. Helena Building Fund, including establishing a business checking account, and to deposit the proceeds of Certificate of Deposit #XXX6188 and any funds from the building fund savings account into the designated checking account. The motion was seconded by Larry Freeman and all approved. The motion passed unanimously.
5. Employee Policy Updates. A motion was made by Martin Macdiarmid to approve updates to the Employee Policies, including revisions to: Section 9: Personnel Files, Section 23: Employee Benefits (adding health and life insurance coverage), Section 25: Employee Performance. The Board elected to retain the performance stipend. The motion was seconded by Larry Freeman and all approved. The motion passed unanimously.

D. ADJOURNMENT.

Motion. Larry Charles Freeman motioned to adjourn the meeting. Martin Macdiarmid seconded and all approved. The motion passed unanimously. The meeting adjourned at 5:16 pm.