



Audubon Regional Library Board of Commissioners  
Regular Board Meeting Minutes  
Wednesday, July 15, 2026, 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 5:12 p.m. by President Roderick Matthews.

1. Invocation by Roderick Matthews
2. Pledge of Allegiance led by Martin Macdiarmid
3. Roll Call.

Present, Martin Macdiarmid, Larry Charles Freeman, Jermi Adams, Markell Lewis, Roderick Matthews, St Helena Ex-Officio Quinaka Muse, East Feliciana Ex-Officio Louis Kent. Absent, none. Quorum noted and established.

4. Motion. Approval of the Agenda.

Jermi Adams motioned to approve the agenda. Martin Macdiarmid seconded and all approved. Motion passed unanimously.

B. PUBLIC COMMENTS

Debbie Kemp, Jim Moss, CPA, Marsha Kemp, April Newsome, Kathleen Womack and Aubrey Legette.

C. UNFINISHED BUSINESS

1. Motion. Approval of Previous Meeting Minutes dated May 20, 2026.

Jermi Adams made the motion to approve the meeting minutes dated May 20, 2026. Martin Macdiarmid seconded and all approved. The motion passed unanimously.

## 2. Motion. Approval of Profit & Loss Statement, Financial & Investment Report

Tim Butler, Independent Third Party Oversight addressed the board by presenting the balance sheet through June 30, 2026. He stated that the library has \$1.7 million in the general fund, \$13,000 in the Clinton Library Playground & Parking lot account and another account for St. Helena Parish library in the amount of \$122,000. He reported the current restricted investment certificates of deposit listed as \$163,000 in Landmark Bank, two in Pelican State Credit Union totaling \$210,000, and \$122,000 in First Guaranty Bank. He said that all four recently renewed at the same rate. Tim presented the budget vs. actual report and stated that there are no discrepancies and the operating expenses are stable. He said that through June, the library is under the 5% variance and administration will revisit the figures before the next board meeting to amend, if necessary. He finished by stating that the financial operations of the library are running smoothly and asked if the board had any questions. Larry Charles Freeman asked where did the monies in the CD's originate. Tim said that he would further explain while discussing Item number four on the agenda. Martin Macdiarmid motioned to approve the Profit & Loss Statement, Financial & Investment Report. Jermi Adams seconded and all were in favor. The motion passed unanimously.

## 3. Motion. Approval of Credit/Debit Bank Expenditures.

The Bank Credit and Debit Expenditures were presented to the board. After review, Jermi Adams motioned to approve the credit/debit banking expenditures as presented. Larry Charles Freeman seconded and all in favor. The motion passed unanimously.

## 4. Financials of Audubon Regional Library, Tim Butler.

Tim Butler said that when the idea of possibly separating the system was brought up to him, he decided to gather information, understand and educate himself on the question of who pays for Audubon Regional Library. He looked at the ordinances and by-laws of both parishes concerning the joint venture of Audubon Regional Library. He said he found that the ordinances only speak of funding the same amount of ad valorem taxes in both parishes and the monies go into the general fund. He said that Audubon tracks the money that comes in and not the expense of the money. It's not now, and never was, part of agreement when the system was first agreed upon. Since Audubon has three operating locations, the money is shared to operate the three. He explained that Jackson leases a building for \$1865 a month and is on year four of a ten year lease. This covers all maintenance, water, sewer, and garbage. Clinton is in this beautiful renovated building that was donated to the East Feliciana Police Jury to be used by Audubon Regional Library. The library spent close to a million dollars in renovations. The lease is for 99 years and the library pays \$1 per year and all expenses, maintenance. The St. Helena branch in Greensburg acquired a building through a lease/purchase of \$1000 per month that was paid off in December 2025. That building will go to the St. Helena Parish Police Jury after the library moves out and into the new building that they are providing. He said that if you did not know, the library system cannot, by law own a building. Tim moved on to the assets of the library. He said it has no buildings, but it does have furniture and fixtures. There is about a million six in assets, about a million three and half has been depreciated, leaving furniture and computers at about \$300,000. He further explained that the books are actually expensed out in the bottom. They are not on a system of appreciation. Also, the books are shared throughout the system. In the cataloging system they are assigned to a branch. Tim next explained the operating expenses. Over the past 2 years East Feliciana contributed \$1.1 million and St.

Helena \$145,000. The operating expense of the Jackson Library is \$141,000 a year. St Helena's is \$154,000.00 and that's going to be reduced by \$12,000 this year due to the payout to the long term lease purchase. The operating expense of Clinton is \$193,000. The administration costs is split across the three branches, so if you split you don't lose the administration cost. Tim said that the total library expense budget is currently \$800,000.00. Tim next explained E-Rate is a federal program for schools and libraries that provides savings. The discount is 85 to 90% on the libraries technology, internet, wifi and voice over ip phones. E-Rate is based on socio-economic indicators and square footage of the buildings. The libraries combined are roughly 10,000 sq feet with the current St. Helena branch having the most square feet. This will increase when they move into the new location this fall.

Finally, Tim went back to the original question of who pays for the library. He said after pulling files from East Feliciana Parish records from 8 years ago, he found that there was not much of a difference between the two parishes' library ad valorem taxes. The difference now is the taxes from maritime companies which have made their domicile in East Feliciana might total 21 million dollars. He said that this year, just the top 10 companies from out of state have contributed thirteen million dollars to the parish, that's 61%. He reiterated, just the top ten companies. He said that figure was not there 8 years ago. Tim explained that individually, there is a section of East Feliciana taxpayers that do not own property and pay no ad valorem taxes. Then there is a section of people that own property and have homestead exemption. He explained, for example, if you own a \$500,000 home with the homestead exemption of \$75,000, you are paying taxes on \$425,000, then you are paying \$25.50 a year. So, to answer the question, it's not the East Feliciana individual who is paying the bill. It's these outside companies who have domiciled here in the parish for the low tax rate that are paying. This has allowed this system to grow as the public comments stated. Tim warned that statistically and financially, we are on a slippery slope. If just one company decided to move out of East Feliciana parish, that's a big part of our revenue, 25% gone. Tim said that it is a blessing for the parish to receive this money. He said that he thinks that the library has taken full advantage of the extra money and really benefited, but wonders if it can be relied on for the next 10 years. Tim's last comment was, "if it ain't broke, don't fix it."

#### 5. Motion. 2025 Audit Report by Mac Herrod of McDuffie Herrod, Ltd.

Mac Herrod presented the details of the 2025 Audubon Regional Library Audit Report conducted by his firm. He described a clean audit report indicating no material modifications needed and zero findings, which were attributed to the diligence of the administrative staff and accountant. Jermi Adams motioned to accept the 2025 Audit Report. Larry Charles Freeman seconded and all approved. The motion passed unanimously.

#### 6. EXECUTIVE SESSION

Motion. Roderick Matthews stated that the library board wanted to do a review of strategies and planning for the system to move forward and asked the secretary to present motion for a roll call vote. Roll call vote to enter Executive Session. Roderick Matthews, yes. Martin Macdiarmid, yes. Jermi Adams, yes. Larry Charles Freeman, yes. Markell Lewis, yes. Quanika Muse, yes. Louis Kent, yes. Motion passed unanimously to enter Executive Session. Board entered at 6:15 pm with Tim Butler and Sam D'Aquila.

Motion. Board exited Executive Session at 6:30 pm with a motion by Larry Charles Freeman, seconded by Martin Macdiarmid. All approved and the motion passed unanimously. The president stated that there was no action taken in executive session.

#### 7. Motion. First Guaranty Bank Remove & Add Signors.

The president asked for a motion for the removal and addition of signatures at First Guaranty Bank based on the change of several signatories. Larry Charles Freeman made the motion for the removal and addition of signatures at First Guaranty Bank. Jermi Adams seconded and all approved. The motion passed unanimously.

#### 8. Motion. Administrative Manager Support.

Jermi Adams motioned to get confirmation that the administrative manager will have support from the interum director until a new director is hired. Martin Macdiarmid seconded and all approved. The motion passed unanimously.

#### 9. Motion. Director Recruitment Ad.

Martin Macdiarmid stated that the board had the director recruitment ad in their packet and was there anything to add or change. Discussion was held concerning the base starting salary. After discussion, Jermi Adams motioned to start the advertised starting salary at \$60,000+ based on education & experience. The motion was seconded by Larry Charles Freeman and all approved. The motion passed unanimously.

### D. NEW BUSINESS

#### 1. Motion. St. Helena New Library Moving Quote

Peggy Stafford presented the board with 2 scenarios for professional services from Quality Movers for the Greensburg move adding that the job was under the \$60,000 Louisiana Public Bid Law threshold. She stated that Audubon engaged Quality three times in the past and found them to be exceptional. After discussion Jermi Adams motioned to accept Scenario #1 of moving total collection, furniture, office equipment, kitchen and managers office for \$36,779, plus the decommissioned current library shelving units and any other surplus furniture removed for final disposition for \$3,778.65. Martin Macdiarmid seconded and all approved. The motion passed unanimously.

#### 2. Motion. Library Furniture Quote

April Newsome presented Library Interiors two quotes of furniture styles with the option of new furniture and shelving or a mix of new and old shelving with new furniture. After discussion, Jermi Adams motioned to choose the modern style new furniture at an estimated cost of roughly \$150,000. Martin Macdiarmid seconded and the library board all approved. The motion passed unanimously.

### 3. Clinton Library Parking Lot & Playground Maintenance Support.

Peggy Stafford told the board that several large limbs had fallen from the big oaks onto the parking lot and the trees needed to be trimmed hanging over the fence. She got quotes from three licensed tree service companies and the best was \$3000 to trim the 3 large oaks and trim the oak limbs over the wooden fence. The price includes disposal of the wood and cleaning up. She added that the price to trim, cut, and clean up all that is needed on the whole property, the price quote was \$5000. She also mentioned several maintenance projects inside and outside including the playground and asked the board if she could seek bids for maintenance services for the Clinton library. Jermi Adams stated that the library should explore maintenance services for Clinton and the new Greensburg library. After discussion, Martin Macdiarmid motioned to accept the \$5000 bid to trim and cut trees at the Clinton library and to seek maintenance bids. Jermi Adams seconded and all approved. The motion passed unanimously.

### E. LOCATION, DATE & TIME OF NEXT MEETING

The location, date and time of the next Audubon Regional Library Board meeting will be October 14, 2026 at the Jackson branch located at 2637 LA-10, Suite B, Jackson, LA 70748 at 5 pm.

### F. ADJOURNMENT

Motion to Adjourn

Motion. Larry Charles Freeman motioned to adjourn the meeting. Jermi Adams seconded and all approved. The motion passed unanimously. The meeting adjourned at 7:16 pm.