



Audubon Regional Library
Board of Commissioners
Regular Meeting Minutes
Wednesday, June 18, 2025, 5:00 PM
6108 Hwy 10, Greensburg, LA 70441

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

B. PUBLIC COMMENTS

There were no public comments.

C. UNFINISHED BUSINESS

1. Motion. Approval of Minutes from March 19, 2025. Major Coleman motioned to approve the minutes from March 19, 2025. Larry Charles Freeman seconded and all approved. Motion passed unanimously.

Jermi Adams enters the board meeting at 5:05 pm. Noted.

2. Motion. Profit & Loss Statement, Financial and Investment Report. Motion. Major Coleman approved the Profit & Loss Statement, Financial and Investment Report as presented. Martin Macdiarmid seconded and all approved. The motion passed unanimously.

3. Motion. Approval of Credit/Debit Bank Expenditures. Martin Macdiarmid motioned to approve the Credit/Debit Bank Expenditures as presented. Larry Charles Freeman seconded and all approved. The motion passed unanimously.

4. Motion. 2025 Budget Adjustment II. Martin Macdiarmid motioned to approve the 2025 Budget Adjustment. Larry Charles Freeman seconded and all approved. The motion passed unanimously.

D. NEW BUSINESS

1. Motion. Proposed Millage Renewal. Martin Macdiarmid motioned to approve the library director contacting Foley & Juddell, bond attorneys to proceed with the millage renewal process. Major Coleman seconded and all approved. The motion passed unanimously.

2. Clinton Playground and Parking Lot

a. Motion. Bid Review & Acceptance. Trevor Collings and Roy Dufreche reviewed the Clinton Playground and Parking Lot Bids for the board. Martin Macdiarmid motioned to accept the bid from HoneyB Construction, LLC for the project. Jermi Adams seconded and all approved. The motion passed unanimously.

b. Motion. Permission to Proceed & Enter Contract for Project. Martin Macdiarmid motioned to proceed and give the library director, Trevor Collings permission to enter into the contract with HoneyB Construction, LLC on behalf of Audubon Regional Library. Faye Hoffman Talbot seconded and all approved. The motion passed unanimously.

c. Payment of Architect Implementation Task 6 Invoice. Jermi Adams motioned to approve payment of Task 6 Invoice. Major Coleman seconded and all approved. The motion passed unanimously.

d. Fund Transfer Request. Major Coleman motioned to approve a funds transfer of One Hundred Forty Thousand Dollars (\$140,000.00) from the General Fund at Landmark Bank to the Clinton Library Building Renovation Account in Feliciana Bank. Larry Charles Freeman seconded and all approved. The motion passed unanimously.

3. Greensburg Branch Update. Trevor Collings reported the progress on the new library project in Greensburg.

4. Motion. Administrative Outreach Coordinator. The director reviewed the advantages of the new Administrative Outreach Coordinator position for the system. After discussion, Major Coleman motioned to approve the position and Jermi Adams seconded. All approved and the motion passed unanimously.

5. Motion. Director's Performance Evaluation Rubric and Instructions. Martin Macdiarmid motioned to table the Director's Performance Evaluation Rubric and Instructions. Larry Charles Freeman seconded and all approved. The motion to table passed unanimously.

6. Motion. Proposal to Reschedule September 17th Meeting Date to 10th due to Conflict.

Major Coleman motioned to approve the rescheduled meeting date to September 10, 2025. Martin Macdiarmid seconded and all approved. The motion passed unanimously.

E. DIRECTOR'S REPORT

Trevor Collings reported that the Summer Reading Program is off to a great start with enthusiastic engagement at all the branches. He said that the library was again partnering with The Baton Rouge food bank and the U.S. Dept of Agriculture to distribute the USDA Sun Meals weekly meal boxes to children eighteen and under in Clinton and Greensburg. He reported that he is working on another source for the Hotspots for the branches. Also, he stated that blood pressure monitoring kits and a kiosks will be available soon for check out through a grant by the American Heart Association. In closing, he stated that the last item to report is the partnership with LSU AG Center with great programs on health and nutrition, plant swaps and a seed repository starting in the fall.

F. LOCATION, DATE, AND TIME OF NEXT MEETING

The location, date and time of the next meeting is at the Clinton library, 11023 Bank Street, Clinton, Louisiana, 70722 on September 10, 2025 at 5:00 P.M.

G. ADJOURNMENT

Martin Macdiarmid motioned to adjourn the meeting. Jermi Adams seconded the motion and all approved. The motion passed unanimously and the meeting adjourned at 6:09 P.M.