



St. Charles Parish
LIBRARY



January 23, 2019

Mrs. Veda Jackson
161 Good Hope St.
Norco, LA 70079

Dear Mrs. Jackson:

As you know, the library's lease on the building located at 197 Good Hope Street is scheduled to expire at midnight on March 14, 2019. In my letter to you dated December 13, 2018, I indicated that we may need to request a brief extension on the lease depending upon the status of the construction on our new building. We would like to go ahead and request a one-month extension on the lease, changing the expiration date to midnight on April 14, 2019.

Please let us know if this will be acceptable. If you have any questions or need further information, please feel free to contact me at 985-764-9643 x103 or via email at leann.benedict@myscpl.org.

Sincerely,



Leann Benedict, MLIS
Director

cc: Larry Cochran, Parish President
Billy Raymond, Chief Administrative Officer
Michelle Impastato, Council Secretary
St. Charles Parish Library Board of Control
Julia Thibodaux, Norco Branch Supervisor
Vicki Nesting, Assistant Director