

The regular meeting of the Lafayette Public Library Board of Control was called to order by the President, Dr. Jean Kreamer, at 5:00 p.m., January 24, 2005 in the Main Library meeting room. Board members present were Mr. Lee Verret, Mr. Bennett Bernard, Mrs. Kay Theunissen, Mrs. Susan Hamilton, Mr. Mark Tullos and Mr. Pat Logan, LCG Liaison. Ms. Sona J. Dombourian, Interim Library Director, Mr. Larry Gass, Administrative Assistant, Ms. Lisa Breaux, Director's Executive Secretary and Mrs. Teresa Elberson, Interim Library Operations Manager were also in attendance. Board member, Barbara Martin, was absent.

Also in attendance were Blaise Sonnier, building committee chairman, Larry Broussard, Public Works engineer, and Dan Bush, architect with Guidry-Beazley.

APPROVAL OF MINUTES

Lee Verret moved that the minutes of the December 13 regular meeting be accepted as submitted. The motion was seconded by Susan Hamilton and the motion carried.

REPORT OF THE LIBRARIAN

The Director's report is attached.

Sona Dombourian reported that interviews for the systems administrator are being scheduled.

Ms. Dombourian announced that, with the board's concurrence, the Main Library will close all day Saturday, February 5, instead of the previously announced opening from 9-12. The Children's Mardi Gras parade has been changed to 12:30 rather than 2:00, the start time in past years. The closing is due to parking and access problems library patrons encounter with parade-goers utilizing the parking lot. The media will be made aware of the change in schedule.

Ms. Dombourian also reported that a full staff meeting has been scheduled for Friday, February 11 from 8 a.m. until 10 a.m. The Main Library will open at 10 a.m. and the branches will open at 10:30 a.m.

A grant has been received by the Louisiana Endowment for the Humanities to be used for two performances by Terrance Simien and the Zydeco Experience. The performance will be held at the Clifton Chenier Center on Saturday, January 29 at 11 and 2.

The Gates Foundation has also awarded the Library a grant to be used for upgrading or replacing the public access computers in our libraries.

Ms. Kay Theunissen inquired about the recent tax millage defeat in Vermilion Parish and comments in the media about money management at that library. Ms. Dombourian summarized the checks and balances that the Lafayette Public Library system has in place regarding expenditure of funds and collecting cash revenues such as fines.

BUILDING COMMITTEE UPDATES

CARENCRO INTERGOVERNMENTAL AGREEMENT UPDATE

The Intergovernmental agreement was introduced at the Carencro City Council meeting at their December meeting. A meeting was held with Jack Castle, attorney for LCG, Public Works and Ms. Dombourian to discuss the agreement. Mr. Larry Broussard stated his concerns regarding the agreement in its present form, specifically about the stipulation that the LCG is obligated to build the library in a specified amount of time, given the variable factors regarding construction delays, weather, etc. Mr. Broussard also reported that Environmental Quality has reviewed reports and is tentatively satisfied, but he is in the process of obtaining studies and documents from Lloyd Rochon, Carencro City Clerk, that Carencro had conducted when they acquired the property.

Mr. Blaise Sonnier also shared his concerns regarding the proposed version of the agreement. His concerns are:

1. that the title of the property be researched to determine if it is clear.
2. the requirement of the library to build the access roads. There are no specifications in the proposed agreement as to what types of roads are required.
3. the type of signage at the main highway and on the property are not specified.
4. the section of the agreement addressing that the general public may use the parking lot for any purpose.

Mr. Verret moved that the intergovernmental agreement be forwarded to the LCG Council for acceptance once the Mayor of Carencro signs the final agreement provided that the aforementioned concerns are addressed. The motion was seconded by Kay Theunissen and the motion carried.

BOND SALE AND FINANCES UPDATE

Ms. Dombourian reported that she has met with Becky Lalumia, LCG Chief Finance Officer and Jerry Osbourne, LCG bond attorney to discuss the upcoming bond sales. She informed the Board that the bond sale will be combined with the Public Works department in the spring. The rates are expected to increase significantly this summer, and Mr. Osbourne is recommending the sale occur before that.

SITE SELECTION UPDATE

Mr. Verret reported that his meeting with the Mayors of Youngsville and Broussard has been re-scheduled for Thursday morning. He was provided with informational packets put together by the Community Services office and these will be distributed at the meeting.

LANDSCAPING UPDATE

No report.

OTHER UPDATES

Ms. Dombourian reported that the Public Works department is still working on the request for qualifications to the architects for the Main Library renovation project.

Mr. Verret stated that the naming sub-committee is still working on trying to put together a schedule of donor opportunities for the new libraries.

OLD BUSINESS

MAIN LIBRARY FAÇADE UPDATE

Mr. Larry Broussard reported that the bids for the weatherproofing project came in over the budgeted amount. The type of sealant for the bricks was changed, resulting in the project cost being reduced. The Public Works department is in the process of preparing a change order to be executed simultaneously with the contract. A meeting was held with the general contractor, and he is agreeable to the changes. Once the insurance requirements have been met by the contractor, he will be provided with the notice to proceed.

LIBRARY REORGANIZATION AND COMPENSATION UPDATE

Ms. Dombourian reported that Mike Sands was named the director of Civil Service. She will be meeting with him to review policies and procedures.

PARKING LOT SECURITY UPDATE

Ms. Dombourian advised that she is working with the Public Works department to secure barricades for the Mardi Gras parades. See the full update attached. She is also working with Tony

Tramel, director of Traffic and Transportation to have the parking lot striped. The library will be responsible for the supplies and the Traffic and Transportation department will provide the labor.

BRANCH RELOCATION UPDATE

The request for proposals for a new rental location for the Broussard branch will be submitted in February. The property owner in Broussard is still interested in pursuing the library relocation to his proposed shopping center.

GROUNDS MAINTENANCE UPDATE

There have been some improvements in the performance of the current vendor. We are still monitoring the progress of their work.

TREE PLANTING UPDATE

Following a meeting of Ms. Dombourian, officials from TreesAcadiana, and the Public Works department, it was decided that the planting of a live oak tree in memory of Pierce Meleton on the library property was not feasible. An alternate location, Parc Sans Souci, was selected for the memorial tree planting, which occurred on Louisiana Arbor Day, January 21, 2005.

LEAVE POLICIES UPDATE

The action approved by the Library Board in December was initiated. The staff will continue with the aligning of the Library policies with that of LCG and Civil Service.

NEW BUSINESS

LIBRARY MISSION STATEMENT

Ms. Dombourian requested that the Library Board consider and adopt the following mission statement:

“The mission of Lafayette Public Library is to enhance the quality of life of our community by providing free and equal access to high-quality, cost-effective library services that meet the needs and expectations of our diverse community for information, life-long learning, recreation, and cultural enrichment”.

A motion was made by Mark Tullos and seconded by Susan Hamilton to accept the proposed mission statement. The motion carried. Mr. Tullos suggested that the Board attempt to further enhance the mission statement by identifying the major points of the library’s mission with a bulleted statement. Dr. Kreamer requested that Ms. Dombourian chair a committee to further develop the mission statement, and asked Mark Tullos to co-chair the committee. There was no timeline identified for this project.

REQUEST FOR RENT INCREASE – CARENCRO BRANCH

A request has been received from the owners of the existing Carencro Branch for a rent increase of \$200 per month, increasing the annual rent to \$10,800 per year. Following discussion, a motion was made by Pat Logan to grant the rent increase of \$200 per month effective January 1 or the soonest legally possible, with the condition that the rent is set at this specified amount until October 2006, and that we are able to negotiate on a month to month basis until the new Carencro facility is completed. The motion was seconded by Lee Verret and the motion carried.

LIBRARY DIRECTOR INTERVIEW

Susan Hamilton made a motion that the Library Board go into executive session to conduct the Library Director interview. The motion was seconded by Lee Verret and the motion carried.

The Board discussed the application of Sona Dombourian for the position of Library Director. These discussions included the review of transcripts and letters of reference, followed by a lengthy question and answer session with Ms. Dombourian. After the question and answer session, Ms. Dombourian was asked to leave the meeting room and the Board began final discussions. Kay Theunissen moved that the board come out of executive session. The motion was seconded by Mark Tullos and the motion carried. Ms. Dombourian returned to the meeting. A motion was made by Susan Hamilton to offer Ms. Dombourian the position of Library Director with the salary of \$74,000. The motion was seconded by Lee Verret and the motion carried unanimously. Benefits currently earned will remain the same and a contract will be negotiated with her in the near future..

Ms. Dombourian accepted the offer of Library Director. Pat Logan suggested that he have CP President Durel announce the appointment at the LCG Council meeting on Tuesday. Dr. Kreamer is going to hold a library staff meeting on Tuesday morning to announce the appointment.

ANNOUNCEMENTS

The LLA conference will be held in Alexandria on April 26-28, 2005. Library Board members are encouraged to attend if their schedule allows. It may be possible to car pool if other members are planning to attend. The cost of registration will be paid by the Library.

On Wednesday, February 16, a luncheon will be hosted by Libraries Southwest at Big Daddy's in Iowa, La.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Sona J. Dombourian, Secretary