

The regular meeting of the Lafayette Public Library Board of Control was called to order by President Jean Kreamer at 5:00 p.m. on October 18, 2010 in the Main Library Meeting Room. Board members present were Bennett Bernard, Andrew Duhon, Vanessa Hill, and Kay Theunissen. Staff members present were Ms. Sona J. Dombourian, Library Director, Larry Gass, Maintenance Supervisor, and Lisa Breaux, Director's Executive Secretary. Library Board members Trista Badeaux, Molly Kallenberger, and Mark Tullos were unable to attend. Susan Hamilton was in attendance.

APPROVAL OF MINUTES

Bennett Bernard moved to accept the minutes of the September 20, 2010 meeting. The motion was seconded by Kay Theunissen and all were in favor.

LIBRARY DIRECTOR'S REPORT

The director's report, financial report, and September circulation statistics were distributed.

Ms. Dombourian highlighted the e-book services that the library offers. Public interest is growing in the library's e-book offerings as well as in e-book readers. The library, in partnership with Bayouland libraries, has expanded e-book and e-audiobook offerings through Overdrive services.

The Friends of the Library author dinner was very successful. Lafayette Consolidated Government has agreed to allow the Friends to host the next book sale at the Heymann Center. The Friends have also re-located to their temporary space at the Brandywine complex.

The Library Foundation has set up a Facebook page. A book fair at Barnes and Noble will be held on Saturday, December 11th. Several activities are planned including book signings, a visit from Mrs. Claus and story telling. Voucher numbers will be sent out with the November/December BookTalk and will also be available in the Library. The Foundation will receive a percentage of gross sales that are done with the voucher.

Lafayette Consolidated Government will launch the new SMART system, which will revamp the payroll, human resources, budgeting, accounting and purchasing processes at LCG. The go live date for phase one is November 1st.

CONSTRUCTION REPORTS

The construction report was distributed with the director's report.

EAST REGIONAL LIBRARY

Denelle Wrightson and Ms. Dombourian met earlier this month to review the building program for the East Regional Library. Ms. Wrightson is planning to attend the November board meeting to present the building program. Negotiations on the acquisition of the property by LCG are still in process.

MAIN LIBRARY RENOVATION

Ms. Dombourian reported that the lease negotiations for the Jefferson Street Market are nearing completion. Discussions regarding the financial responsibility for the build-out have been held with the property owner, as well as discussions regarding bringing the building to code. Build-out is expected to last from two to three weeks. When the build-out is completed, additional electrical, computer and telephone cabling will be installed. Meetings have been held with potential movers and a library furniture vendor to discuss the move-out of the facility.

The landlord of the Clinton Street administrative offices is presently reviewing a proposed lease for that facility.

Ms. Dombourian reported that meetings were held with the owner and the architect of the Pinhook location in regard to the build-out. During the architect's review of the code documents, it was discovered that additional bathroom facilities would be necessary for that location. The initial cost of the build-out was proposed to be approximately \$70,000. A subsequent meeting was held to eliminate some of the unnecessary build-out reducing the build-out costs to approximately \$30,000. Ms. Dombourian informed the board that the property owner contacted her to inform that he had a potential tenant guaranteeing a lease for seven years. The owner then contacted Ms. Dombourian to withdraw the offer of the space for lease. In light of this development, Ms. Dombourian recommended to the board that the original plan for securing a storage facility be pursued. There is additional storage space at the Jefferson Street facility that may be available as an amendment to the lease for the temporary library. A request to LCG Purchasing to re-advertise for storage space will be issued. The board acknowledged agreement with Ms. Dombourian's recommendation to lease the additional second floor space at Jefferson Street Market and re-issue an RFP for storage space.

OLD BUSINESS

MAIN LIBRARY MOVE OUT

The main library move out discussion was held during the construction reports.

NEW BUSINESS

2011 PROPOSED LCG HOLIDAY CALENDAR

The Lafayette City-Parish Council will be asked to approve the 2011 LCG employee holiday calendar in November. The proposed resolution was presented for consideration. A motion was made by Kay Theunissen to concur with the proposed resolution of LCG holidays. The motion was seconded by Andrew Duhon, and passed unanimously. If approved by the City-Parish Council, the staff will receive one floating holiday in exchange for the observed holiday scheduled for Acadian Day. Consideration of the 2011 library calendar will be deferred until the Main Library is closed for renovation

2011 PROPOSED LIBRARY BOARD MEETING SCHEDULE

The proposed library board meeting schedule was presented for consideration. Ms. Dombourian indicated that the January meeting has been changed to January 10, 2011 due to Martin Luther King Day. Meetings will be held at the Main Library meeting room until the library is closed for renovations. The board will take action at a later meeting to approve a meeting location after the main library closes. A motion was made by Kay Theunissen to accept the recommended meeting schedule. The motion was seconded by Vanessa Hill, and passed unanimously.

ELECTION OF OFFICERS

Andrew Duhon was accepted by the board to serve as President of the Library Board of Control.

A motion was made by Kay Theunissen to nominate Molly Kallenberger for Vice-President of the Library Board of Control. The motion was seconded by Vanessa Hill and all were in favor.

ANNOUNCEMENTS

Dr. Vanessa Hill was re-appointed to the Library Board of Control by the City-Parish Council. Mark Tullos' term will expire on November 20, 2010. Mr. Tullos is eligible for re-appointment.

Ms. Dombourian expressed thanks to Dr. Kreamer for her term as President of the Library Board and stated that a special book has been ordered and will have a bookplate indicating the appreciation of the board and presented her with a library service pin and appreciation certificate.

COMMENTS FROM THE PUBLIC

There were no comments from the public. The next library board meeting is scheduled for November 15, 2010 at 5 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:00 p.m.

Respectfully Submitted,

Sona J. Dombourian, Secretary