

The regular meeting of the Lafayette Public Library Board of Control was called to order by Vice-President Molly Kallenberger at 5:00 p.m. on November 15, 2010 in the Main Library Meeting Room. Board members present were Trista Badeaux, Bennett Bernard, Vanessa Hill, Jean Kreamer, Kay Theunissen and Mark Tullos. Staff members present were Ms. Sona J. Dombourian, Library Director, Teresa Elberson, Library Administrator and Lisa Breaux, Director's Executive Secretary. Library Building Committee members Gail Smith, Susan Hamilton and Mike Hollier, Public Works engineer Jessica Cornay and PSA-Dewberry consultant architect Denelle Wrightson were also in attendance. Library Board President Andrew Duhon was unable to attend.

### **APPROVAL OF MINUTES**

Jean Kreamer moved to accept the minutes of the October 18, 2010 meeting. The motion was seconded by Kay Theunissen and all were in favor.

### **LIBRARY DIRECTOR'S REPORT**

The director's report and financial report were distributed.

Ms. Dombourian reported that the fiscal year ended October 31, 2010. Preliminary statistics indicate that the library experienced a record year. 306,000 people checked out 1.3 million items and renewed nearly 600,000 items for a total circulation of over 1.9 million items.

Lafayette Consolidated Government launched the new SMART system, which will revamp the payroll, human resources, budgeting, accounting and purchasing processes at LCG on November 1, 2010. Future phases should allow the library to input the budget and purchases using the detailed budget categories that have been historically tracked in-house on the old database file system.

Ms. Dombourian informed the board about an online course in state ethics laws. Library managers have already taken the course on line and board members were provided with the web address for their use if interested.

### **CONSTRUCTION REPORTS**

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

#### **MAIN LIBRARY RENOVATION**

Ms. Dombourian reported that the lease for the Jefferson Street Market has been signed. The build-out of the facility is in progress and is expected to be completed by the end of November, with acceptance of the facility by early December. Negotiations on parking for the staff and public are underway.

Signing of the lease for the Clinton Street offices is nearing completion.

A new RFP for temporary working warehouse space due to the loss of the Pinhook location has been submitted to LCG Purchasing. The RFP will be opened on December 21<sup>st</sup>.

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

#### **EAST REGIONAL BUILDING PROGRAM**

Consultant architect Denelle Wrightson presented a draft of the building program for the East Regional Library. Ms. Wrightson highlighted the elements of the building program.

Following discussion, Ms. Dombourian requested that the board review the building program and submit any comments they have. Comments and revisions will be incorporated into a final version and will be presented for consideration and adoption by the board at the December board meeting. Once the building program is adopted by the board, the notice to proceed can be issued to the project architect.

### **ANNOUNCEMENTS**

Mr. Tullos' re-appointment to the Library Board is on the LCG City-Parish Council agenda for Tuesday, November 16, 2010.

The Lafayette Public Library Foundation will hold a book fair at Barnes and Noble on Saturday, December 11, 2010. The Foundation will receive a percentage of the proceeds from sales with the voucher used. A printed voucher was distributed to all board members.

### **COMMENTS FROM THE PUBLIC**

There were no comments from the public. The next library board meeting is scheduled for December 20, 2010 at 5 p.m.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:15 p.m.

Respectfully Submitted,

Sona J. Dombourian, Secretary