

The regular meeting of the Lafayette Public Library Board of Control was called to order by President Trista Badeaux at 5:00 p.m. on January 9, 2012 in the Main Library Meeting Room. The meeting room was open to the public for the meeting. Board members present were Adele Blue, Suzanne Dardeau, Andrew Duhon, Vanessa Hill, Kay Theunissen and Mark Tullos. Staff members present were Library Director Sona J. Dombourian, Library Administrator Teresa Elberson, and Director's Executive Secretary Lisa Breaux. Dr. Jean Kreamer was also present. Library board member Bennett Bernard was not in attendance.

APPROVAL OF MINUTES

Kay Theunissen moved to accept the minutes of the December 12, 2011 library board meeting. The motion was seconded by Andrew Duhon and all were in favor.

LIBRARY DIRECTOR'S REPORT AND UPDATES

The director's report and financial report were distributed.

Ms. Dombourian welcomed and introduced the newest library board member, Adele Blue. Mrs. Blue was appointed by the City-Parish Council to replace Dr. Jean Kreamer. Mrs. Blue gave a brief personal background.

Although the library was closed during the holidays for a total of four days, library usage and circulation statistics were very good. The e-book checkouts substantially increased after Christmas, particularly the Kindle downloads. Ms. Dombourian discussed the biggest challenge the library is facing with the e-book service namely that many bestseller titles or titles from major publishing houses are no longer available due to concerns the publishers have with the 'library model'.

The Friends of the Library sorting and storage operation for the book sales is now established at the Warehouse. Donations will be received at the warehouse, with posted hours and a phone number to call to arrange for donations at time others than the posted hours.

The lease for the new Duson branch library is in process with LCG Legal. As soon as it is approved, it will be forwarded to the Duson mayor and City-Parish President Durel for signature.

At the November board meeting, the Library Board approved the recommendation of the director to request an LCG credit card. The library has learned that the credit limit on the LCG-issued credit card is \$2,500. Paperwork requesting the issuance of the card for the Library Director to use in accordance with LCG policy and guidelines will proceed.

MAIN LIBRARY UPDATE

The fence that will surround the Main Library property is scheduled to begin on January 9th. Access gates will be placed at the Lafayette Street entrance and the garage driveway entrance. The asbestos project is out for bid and bids will be opened on January 31st.

EAST REGIONAL UPDATE

The Library's review of the plans and cut sheets for the East Regional Library will conclude during January. The project may possibly be bid in February or March.

OLD BUSINESS

There was no old business.

NEW BUSINESS

LIBRARY FOUNDATION LIAISON

Dr. Jean Kreamer was formerly the Library Board of Control liaison to the Library Foundation Board. As Dr. Kreamer is no longer eligible to serve on the Library Board of Control, Andrew Duhon moved to appoint Vanessa Hill as the board's liaison to the Foundation Board. The motion was seconded by Mark Tullos and all were in favor.

ETHICS TRAINING FOR PUBLIC SERVANTS

Effective January 1, 2012, the State Ethics law mandates that each public servant who was not required to completed education and training under the previous law shall receive a minimum of one hour of education and training on the Code of Governmental Ethics during each year of his public employment or term of office. Ms.

Dombourian presented information regarding the online training portal and requested that all library board members log in to the system, conduct the training, print the certificate and send to the library administration office.

BACKGROUND CHECKS FOR NEW LIBRARY EMPLOYEES

At the present time, prospective new hires of the library are screened for drugs and physical condition but are not required to undergo a background check as a condition of employment. Many library positions work directly with the public, including children and seniors and involve handling cash (accepting monies for fine payments, making deposits, etc.). Ms. Dombourian presented information obtained from LCG on the city-parish background check policies and recommended that the Library Board of Control require, as a condition of employment, a background check for all new library employees, in-house promotions, transfers or demotions, and transfers/promotions/demotions from other departments in Lafayette Consolidated Government in addition to the other conditions of employment established by the Lafayette Consolidated Government. Following discussion, Ms. Theunissen moved to accept the recommendation of the Library Director to require background checks for all prospective classified and non-classified new hires, transfers or demotions, and transfers/promotions/demotions from other LCG departments as conducted by LCG Human Resources Department. The motion was seconded by Vanessa Hill and all were in favor.

ESTABLISH A LOCATION FOR THE FEBRUARY 13, 2012 LIBRARY BOARD MEETING

Andrew Duhon moved that the Library Board of Control meeting scheduled for February 13, 2012 shall be held at the North Regional Library. The motion was seconded by Suzanne Dardeau and all were in favor.

ANNOUNCEMENTS

Spring Library Conferences

The Louisiana Library Association annual conference is scheduled for Shreveport from March 21-23. The Public Library Association bi-ennial conference will be held in Philadelphia from March 13-17. Several board members expressed interest in attending the conferences.

Un Petit Déjeuner

A breakfast reception honoring Dr. Jean Kreamer for her twenty years of service on the Library Board is planned for Wednesday, January 25, 2012 beginning at 8 a.m. at the South Regional Library. City-Parish President Durel will be on hand to present Dr. Kreamer with a proclamation.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

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

Respectfully Submitted,

Sona J. Dombourian, Secretary